

ALABAMA



THE ALABAMA DEPARTMENT OF ECONOMIC AND COMMUNITY AFFAIRS



building better alabama communities

2002-2003 ANNUAL REPORT



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Bob Riley
GOVERNOR



State of Alabama



Bob Riley
Governor

A Message from Governor Bob Riley

The Alabama Department of Economic and Community Affairs disbursed more than \$186 million in the fiscal year that ended September 30, 2003. These funds have a tremendous impact on the people of Alabama. The programs that are administered by ADECA affect economic development, community enhancement, job growth and public safety. These funds reach the poor, the elderly and persons with disabilities. They reach families and individuals who are looking for work or who want to improve themselves by receiving more training, furthering their education, or improving their wage-earning potential. ADECA is helping Alabamians in all 67 counties build a better life for themselves and helping them build better communities in which to live.

When I entered the Governor's office, I promised every Alabamian that I would work for a new day in Alabama. My administration wanted to build a foundation that would last for generations and construct a government that is accountable to the people it serves and fair to every person, in every walk of life.

Perhaps more than any state agency, ADECA has the ability to help us do this.

When I appointed John Harrison as the Director of ADECA, I gave him the charge of cutting waste, creating a more efficient department and awarding grants based on priorities and not politics. Mr. Harrison and his staff have done an outstanding job in this area. In the 2003 fiscal year, ADECA disbursed \$16 million more than the previous year, while cutting its budget and not laying off a single employee.

ADECA's staff of dedicated and professional employees works hard every day to help Alabamians build better communities. The department is a vital component of our state government.

I invite you to take a close look at this Annual Report. I encourage you to see what ADECA has done this past year for dozens of Alabama communities, families, senior citizens and children. ADECA is indeed helping to build better Alabama communities, but it is also helping individuals and helping to restore the public's trust in state government.

Sincerely,

A handwritten signature in black ink, which appears to read "Bob Riley". The signature is stylized and fluid.

This is ADECA...

In January 2003, Governor Riley gave me the opportunity to serve as Director of the Alabama Department of Economic and Community Affairs. Since that time, I've discovered that ADECA is involved in an impressive array of programs that touch every county in Alabama. Descriptions of these programs are contained in this Annual Report. However, it's ADECA's employees, and the people at the various agencies that we work with, that make a difference in the lives of so many citizens and communities in this state.

Our staff works diligently to administer programs that provide resources to meet important economic and community development needs all across Alabama. But, we also reach out to families and individuals who need a helping hand.

We have programs that assist children, senior citizens, the poor and persons with disabilities. We work closely with non-profit groups and local governments to ensure that every available dollar gets to those who need it most.

ADECA's 219 employees are some of the most professional people I've ever worked with. We have dedicated workers, financial and technical experts and program managers that help us deliver valuable services as efficiently as possible.

The department assists businesses, high-tech industry, schools, colleges, non-profit agencies and local governments to cultivate programs that train, educate and employ Alabamians. ADECA's employees work with statewide partners – in public and private sectors – to improve education, provide job training and assist companies to become more competitive, more profitable and more valuable as a source of better jobs.

We have employees dedicated to improving community development statewide. They work closely with cities and counties to complete projects that will improve the quality of life for residents. They administer grants that help neighborhoods replace or upgrade water or sewer systems, improve roads and rehabilitate houses.

We have divisions that work to make homes, schools and streets safer by assisting law enforcement agencies, supporting victims of crime, and promoting public safety. Our divisions also promote and support services that protect the environment, preserve the beauty of our state, safeguard our natural resources, educate the public on ways to save money through energy conservation and help develop our recreational areas.

I am proud to be a part of an organization that is doing so much for the people of Alabama and I am pleased to work with a truly diverse and talented staff. We are committed to continue providing the best possible services we can to all the taxpayers of this great state.

This is ADECA... a department dedicated to building better Alabama communities.



John D. Harrison
Director



Bill Johnson
Assistant Director

Sincerely,

A handwritten signature in dark ink that reads "John D. Harrison". The signature is fluid and cursive, with the first name "John" being particularly prominent.

John D. Harrison

Legislative Oversight Commission 2002-2003

Senate

House



Senator
Hank Sanders



Senator
Phil Poole



Representative
John Knight



Representative
Jack Page



Senator
Bobby Denton



Chairperson
Representative
Neal Morrison



Senator
Hinton Mitchem



Senator
Zeb Little



Representative
Thad McClammy



Representative
Tommy Carter

The Legislative Oversight Commission was a part of the 1983 Act which created the Alabama Department of Economic and Community Affairs—Act 83-194. The commission is composed of the Chairman and Deputy Chairman of the Senate Committee on Finance and Taxation, three members of the Senate appointed by the Lieutenant Governor, the Chairman and Vice Chairman of the House Ways and Means Committee and three members of the House of Representatives appointed by the Speaker of the House.



ADECA administers dozens of programs that serve Alabamians by providing resources to meet important economic and community development needs. The programs and projects touch every section of the state assisting children, the elderly, the poor, the disadvantaged and persons with disabilities. ADECA also assists small businesses, high-tech industry, schools, colleges, non-profit agencies and local governments to cultivate programs that train, educate and employ Alabamians.

ADECA's professional staff works with elected officials, private companies, non-profit organizations and community representatives to strengthen the state and improve the lives of Alabamians. An arm of the Governor's Office, ADECA administers federal funding programs that help communities, governments, institutions and citizens to initiate or continue hundreds of worthwhile projects.

ADECA enhances the quality of life for Alabamians through programs that upgrade roads, water systems and sewer systems. The department strives to make homes, schools and streets safer through grants that assist law enforcement agencies, support victims of crime, promote safety

and help juveniles avoid a life of crime. The department works with partners statewide to improve education, provide job training and assist business and industry to be more competitive, more profitable and more valuable as a source of better jobs.

ADECA promotes and supports services that protect the environment through recycling, energy conservation and waste minimization. The department works to preserve the beauty of Alabama, develop its recreational, wildlife and scenic areas and ensure that water and other natural resources will be available to future generations.

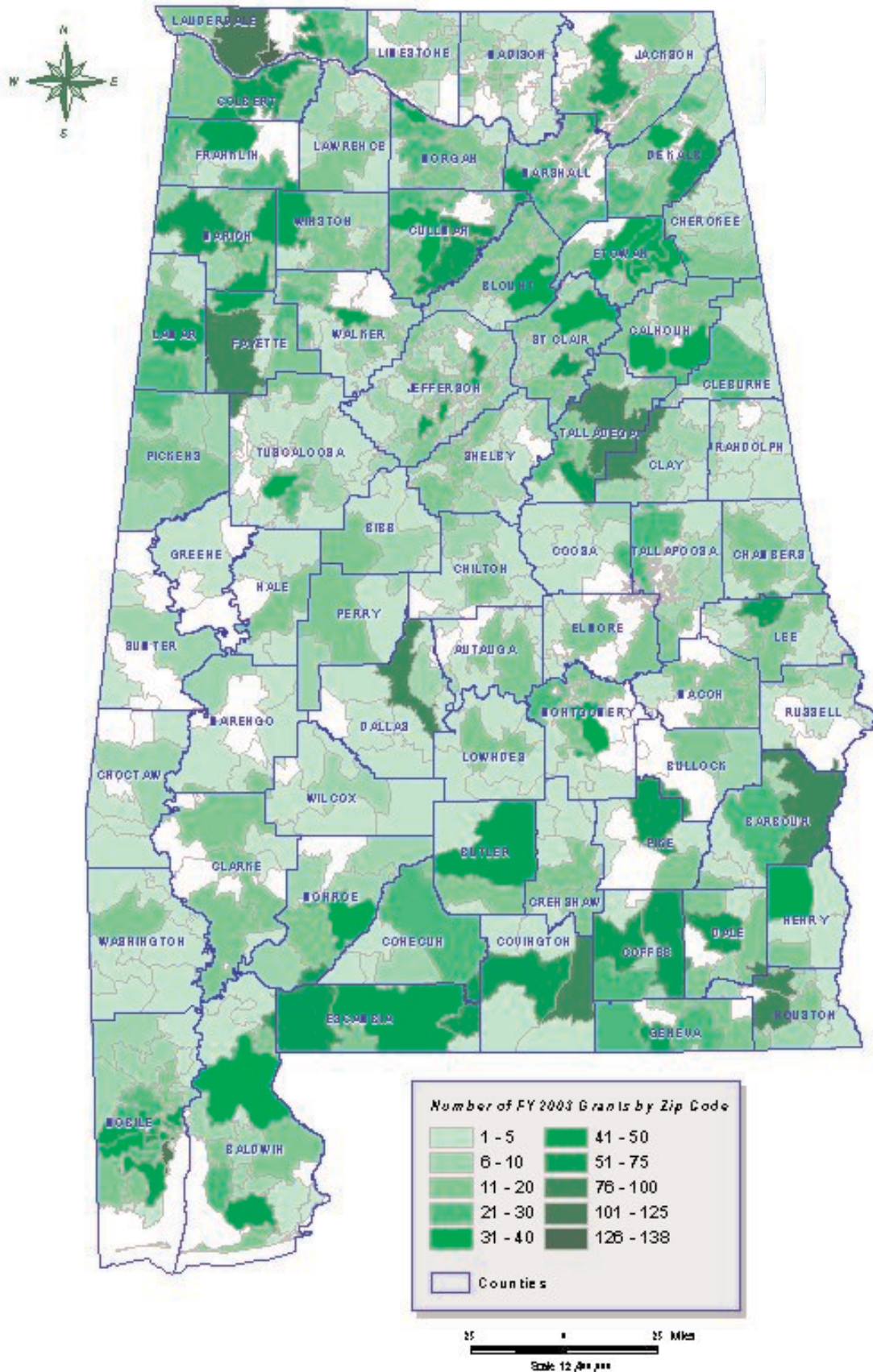
Four federal agencies supply the bulk of the grant funds administered by ADECA. The U.S. Department of Labor is the largest single source of revenue and the resources it provides are managed by the Workforce Development Division. The next largest source is the U.S. Department of Housing and Urban Development from which funding for Community Development Block Grants is received. ADECA's Community Services Division administers programs funded by block grants from the U.S. Department of Health and Human Services. The Law

Enforcement and Traffic Safety Division manages numerous programs funded through the U. S. Department of Justice. Additional resources are provided by the U.S. Departments of Transportation, Energy, Education, Interior, the Appalachian Regional Commission, and the General Services Administration.

In the 2003 fiscal year, ADECA disbursed more than \$186 million in programs and services to improve education, make homes, schools and streets safer, improve services for the poor and elderly, promote economic development, enhance recreational opportunities and improve the quality of life in many communities. These funds also support job training and employment services, community development, assistance to low-income families and assistance to crime victims, juvenile justice and other law enforcement programs.

Millions of grant dollars are administered by ADECA to promote economic development projects ranging from programs to help small, unincorporated communities to projects in large cities and counties. Community Development Block Grants are frequently used for economic development projects and

Alabama Department of Economic and Community Affairs
Number of Fiscal Year 2003 Grants by Zip Code



are often provided to give communities assistance with infrastructure improvements necessary to support new and expanding industry.

ADECA administers a number of programs that help people find work, improve their job status or increase their wages. As part of the federal Workforce Investment Act, ADECA works with various state and local organizations to provide services for job seekers, dislocated workers, veterans and new entrants to the workforce. A number of programs fund education and job-training activities to help individuals improve their earning potential. The department works closely with the Alabama Career Center system comprised of 36 One-Stop centers that offer individuals and employers services in their local area that include job information, unemployment compensation and vocational training.

Funding administered by ADECA strengthens educational programs, recycling, adult literacy, job training and anti-drug campaigns. The department helps to make schools and communities safer with grants to improve public safety, strengthen law enforcement efforts and help victims of crime. Statewide safety belt campaigns help to increase safety belt usage. ADECA officials also work in partnership with city and county governments, local law enforcement units and non-profit victims service agencies to assist



Director's Office Staff

victims with court proceedings and other stages of the judicial process. Juvenile Justice Challenge Grants provide funding for after-school programs across the state that focus on recreational and academic activities designed to enhance children's educational development, build self-esteem and encourage them to stay in school.

Support for the state's senior citizens is a vital component of ADECA's effort to enhance the quality of life and build better communities for Alabamians. Energy conservation programs fund improvements to senior centers including the installation of energy-efficient lighting fixtures, double-pane windows, weather stripping and insulation that help the centers save on energy bills. The savings can then be spent on other worthwhile projects for the elderly. The Low Income Home Energy Assistance Program, LIHEAP, provides the elderly and other low-income households with

assistance on their energy bills in time of extreme weather conditions.

The Alabama Department of Economic and Community Affairs is led by a Director and Assistant Director appointed by the Governor. The department is organized into eight divisions, each with a division director. The program managers for the Appalachian Regional Commission, Delta Regional Authority, Renewal Communities, and Recreation Programs along with section heads for legal, fiscal services and information services, report to the director.

ADECA's employees work daily with other state agencies, the Governor's office, the state legislature, private businesses, educational institutions and non-profit organizations to make Alabama a better place to live and work. Millions of dollars are entrusted to ADECA each year and the department works hard to ensure that Alabama taxpayers get their money's worth.

Community Development Block Grants

Whether it is to provide safe drinking water, prevent flooding or encourage new jobs, Community Development Block Grants assist towns, cities, and counties in improving Alabama. The grants cover a wide range of projects to promote economic development and enhance community life.

The Community Development Block Grant program is designed to assist low and moderate-income families by helping local governments tackle serious challenges that cost beyond what their annual budgets allow.

Projects help to create jobs, expand business opportunities, eliminate health and safety hazards and provide for future growth. CDBG and other ADECA grants or loan programs often work together to make larger projects a reality.

In the 2003 fiscal year, Governor Riley awarded more than \$28.6 million in Community Development Block Grant funds to cities and counties throughout Alabama.

Economic Development

Community Development Block Grants have proven to be a valuable tool for helping attract jobs to Alabama.



Shabbir Olia, Program Manager

Fourteen grants worth more than \$4.4 million were awarded during the 2003 fiscal year to cities or counties to assist new or expanding businesses.

Two grants were awarded in the 2003 fiscal year to municipalities in Tuscaloosa County to help bring more jobs to the area. A \$100,000 sewer improvement grant to Brookwood and \$200,000 water and sewer improvement grant to Vance will enable Borgers and Brose, both automobile parts suppliers for Mercedes, to together create 130 new jobs.

A \$250,000 grant for a rail spur in Greenville will permit Hawshin America Corporation, a tier-one supplier to the new Hyundai Motor Company in nearby Montgomery, to create 300 full-time jobs.

A \$146,820 Community

Development Block Grant for road, water and sewer improvements to Headland will enable Madisonville Farms Inc., a commercial bakery, to create 125 jobs.

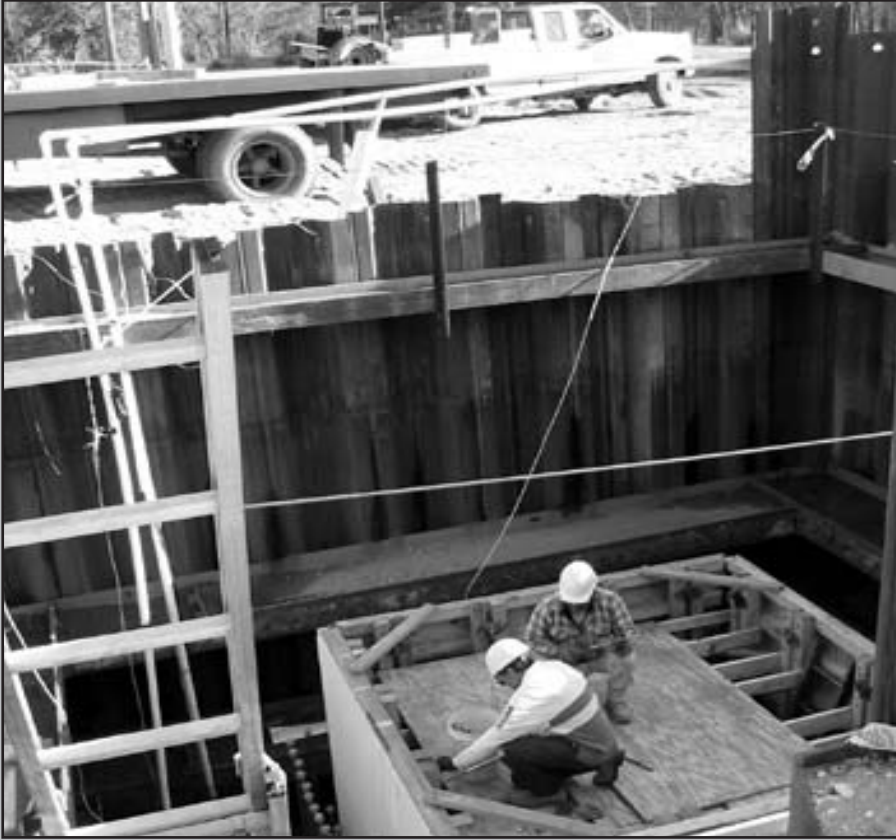
Competitive Grants

Nearly \$17 million – more than half of the available Community Development Block Grant funds – were awarded through a competitive process. To achieve greater fairness, applicants were divided into three groups: large cities, small cities, and counties.

Each application received a score based on factors such as the project's impact on health and safety, the number of low and moderate-income families that would benefit, the cost-benefit ratio and the amount of local matching funds pledged. Proposed projects were ranked within each group and those with the highest scores were awarded grants.

Competitive grants under the Community Development Block Grant program helped provide water, sewer services, drainage corrections and other improvements to 30 towns and 12 counties during the 2003 fiscal year.

The City of Marion, in Perry County, was awarded \$500,000



Work is underway to build a pumping station in Montgomery's Madison Park community as part of a CDBG project.

ADECA Grants Fund Sewer Projects

For more than 30 years residents in the Northside Acres subdivision near Brewton had to endure raw sewage backing up in their yards or seeping into their yards and streets. Septic tanks and field lines hindered by heavy, compacted clay soil couldn't function properly, creating a health hazard for residents.

But a \$350,000 Community Development Block Grant has helped solve that problem. The grant provided Escambia County officials with the funds necessary to receive sewage services from Brewton. Without the grant, the project had been cost prohibitive.

"I have been overwhelmed, wiping tears of joy," resident Emma Lancaster told the Mobile Register after receiving notification that the grant had been approved.

Lancaster, one of the subdivision's first residents, has attempted for years to have the crisis resolved. Residents in the 24-house neighborhood had been told when the subdivision was built that the area was suitable for septic tanks.

Similarly a \$400,000 grant was issued to solve a sewage problem in the Madison Park community in north Montgomery. A high groundwater table in the area has spelled trouble for years for the 140 residents who live in that area by causing sewage to overflow into yards and streets particularly during periods of heavy rains.

to replace a 40-year-old well while McKenzie, in Butler County, received \$400,000 to install a 75,000-gallon elevated water tank and repair an existing tank.

Aliceville, in Pickens County, was awarded a \$400,000 drainage grant to correct flooding conditions resulting in the erosion of public and private property and pooling of contaminated water in the yards and streets.

Jasper and Geneva were awarded housing grants of \$500,000 each to stabilize, repair and rehabilitate houses occupied by low and moderate-income families.

Funds were also awarded to replace more than half-century-old sewer lines in Frisco City, in Monroe County, and extend public sewer service to the Madison Park Community in north Montgomery County to replace failing septic tanks. (See photo and related article on this page.)

Special Projects

Community Development Block Grants also fund critical projects that address urgent needs where local resources are not available.

Nearly \$3 million in grants were issued to 10 cities and counties in the 2003 fiscal year to address emergencies. Grants were issued to provide safe drinking water for residents, bring sewage treatment facilities up to code and eliminate unsanitary health risks.



Community Development Block Grants Section Staff

Planning Grants

Planning grants help communities prepare for the future, plan for growth, and become pro-active instead of reactive on many issues facing municipalities and counties.

Eligible for funding are comprehensive plans, regional studies and other strategies and studies important to sound and effective community growth and development.

Comprehensive plans examine and prioritize all the needs of a community including land use, zoning and subdivision regulations, housing and population characteristics, and water, sewage, streets and drainage systems.

Grants are usually limited to no more than \$50,000 and most communities are required to have at least a 20 percent match. During fiscal year 2003, four planning grants totaling \$72,000 were issued.

A \$40,000 planning grant for Sheffield will allow officials to plan revitalization of the downtown area.

The grant comes in conjunction with the Retirement Systems of Alabama investing \$40 million and six other major local governments adding another \$17 million for a Robert Trent Jones golf facility and hotel complex.

Community Enhancement

Community Development Block Grants also help communities enhance the quality of life in a manner that goes beyond the basic needs addressed by special projects and competitive grants.

In the 2003 fiscal year, The Alabama Department of Economic and Community Affairs distributed \$4.4 million in Community Enhancement grants to 21 cities and counties to renovate public buildings, repair or extend infrastructures and provide recreational facilities.

A 10,000-square-foot full service community center became possible in Demopolis with a \$250,000 Community Development Block Grant award, \$150,000 local match, and a generous donation of \$200,000 from Theo Ratliff, a player on the Atlanta Hawks

professional basketball team and a Demopolis native.

Similarly, Livingston has proposed to undertake extensive improvements to the recreational facilities of Jaycee Park with a pledge of \$250,000 in local funds to match with the \$250,000 Community Development Block Grant award.

In Etowah County, Altoona was awarded \$150,874 to construct a 200-foot-long ballfield at the town park complete with fencing, lighting, bleachers, and concession facility. Community Enhancement grants also helped several Alabama communities in the 2003 fiscal year to upgrade or construct new buildings to provide senior citizens with social and recreational activities and healthy meals.

The Alabama Department of Economic and Community Affairs has formed partnerships with non-profit organizations to better serve Alabama citizens who are most in need of assistance with various elements of everyday life. Services in the areas of emergency shelter, food and nutrition, home energy – to name just a few – are provided by a diverse collection of programs, services and grants administered by the Alabama Department of Economic and Community Affairs.

Community Service Block Grants

Community Service Block Grants, created by Congress in 1981, provide numerous services that assist low-income people in attaining the skills, knowledge and motivation necessary to become self-sufficient.

The program also gives low-income families immediate assistance with daily necessities including food, shelter and medicine. ADECA administers the CSBG program in accordance with federal guidelines.

Community Action Agencies

The Alabama Department of Economic and Community



Jim Littleton, Division Director

Affairs works closely with and relies on the state's 22 Community Action Agencies to successfully implement many of its community service programs.

Through ADECA, the Community Action Agencies received more than \$11.2 million in federal funds from the U.S. Department of Health and Human Services and \$800,000 in State funds in the 2003 fiscal year.

The non-profit organizations cover all 67 counties and serve the primary purpose of providing essential anti-poverty programs and advocating for the needs of the poor in their communities. The agencies provide services such as food and nutrition programs, literacy and adult basic education, energy assistance, youth mentoring and counseling.

Emergency Shelter Grants

Funds from the Emergency Shelter Grant program are used in upgrading and operating homeless shelters and domestic-abuse refuges throughout the state. These grant funds are provided through Divisions of Local Governments.

Program funds are also used to provide essential services for the poor and homeless prevention services. Among the services are: renovating buildings for shelters; assisting persons in immediate risk of losing their housing due to eviction, foreclosure or utility problems; providing the homeless with drug abuse counseling and prevention, child care, education, transportation; and helping low-income individuals with job training and aid in acquiring other federal, state and local assistance.

In the 2003 fiscal year, more than \$1.4 million in emergency shelter funds were awarded to assist Alabama's low-income residents.

Community Food and Nutrition

The Alabama Department of Economic and Community

Affairs has entered partnerships with several agencies to ensure that needy Alabamians not only receive adequate nutrition, but they learn how to eat healthy, \$160,000 in State funds were provided for this program in the 2003 fiscal year.

The goal of the Community Foods and Nutrition program is to ensure that low-income families and persons, particularly children and the elderly, receive adequate nutritional care.

Under the Community Foods and Nutrition program, local private and public agencies have been contracted to help low-income families obtain proper nutrition. Those agencies are also charged with the responsibility of promoting awareness of the programs.

Recipients in the program are taught healthy eating habits and, in some instances, low-income residents who own or have access to property are instructed how to grow and store their own food.

ADECA employees and contracted agencies are continually seeking new and better approaches to meet nutritional needs of the people they serve.

Weatherization and Energy Assistance Programs

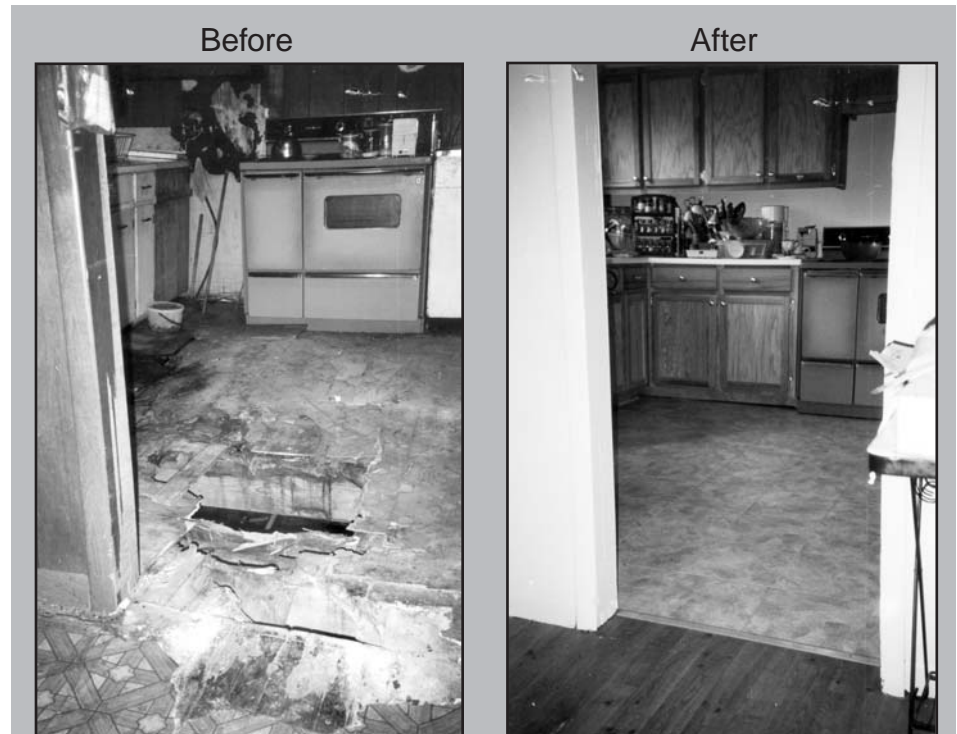
It has been said that everyone talks about the weather, but no one does anything about it. That is not exactly true.

The Alabama Department of Economic and Community

Affairs, through several of its federally funded programs, has for years been helping many Alabamians stay warm in the winter and cool in the summer.

The *Low Income Home*

Energy Assistance Program assists the state's low-income residents by helping them with utility bills. During the fiscal year 2003, the program awarded \$14.6 million in funds sup-



A weatherization grant helped a Florence woman repair her home.

Grant Helps Elderly Woman Repair Home

Enables her to regain custody of her grandson

It is a situation that no one envied. A 70-year-old north Alabama woman loses custody of her 6-year-old grandson, whom she has raised after his father was killed in an accident, because of the conditions of her house.

Indeed, the house was not befitting the child or the woman, whose only source of income was about \$700 a month in Social Security benefits. A large portion of the ceiling had fallen in after a long delay in replacing a damaged roof, and a leaking hot water heater had caused the collapse of a portion of the floor in the kitchen.

A weatherization grant through ADECA along with volunteers from a Florence church gave the story a happy ending. Church members donated labor and materials to repair the house while the weatherization grant went toward the purchase of new wallboard, insulation, a front door and a hot water heater. The woman regained custody of her grandson.

While there are few stories as dramatic as that one, the weatherization program has made a difference in the lives of numerous Alabamians who were unable to make repairs necessary to reduce their energy costs and to supply them with sufficient heat in the winter and cooling in the summer.

plied by the U.S. Department of Health and Human Resources to assist 92,000 Alabama households. Emergency appropriations are often made during times of extreme weather conditions.

The *Weatherization Assistance Program* assists low-income residents in protecting their homes against the elements in order to reduce energy bills. Projects include installing insulation, repairing or replacing windows, sealing air leaks and patching roofs.

Priority for weatherization projects is given to residences where there are children or where the head of the household is disabled or elderly. In the 2003 fiscal year, \$2.9 million was awarded to aid 1,050 households. Of those funds, the U.S. Department of Energy provided \$2.2 million and the remaining \$700,000 was supplied by the U.S. Department of Health and Human Services through LIHEAP, the Low Income Home Energy Assistance Program.

The *Residential Energy Assistance Challenge Option Program* is a three-year supplemental program to the weatherization program and is designed to lower the cost of monthly utility bills.

The REACH Program helps low-income families purchase major appliances with high energy-efficient ratings.

The Alabama Department

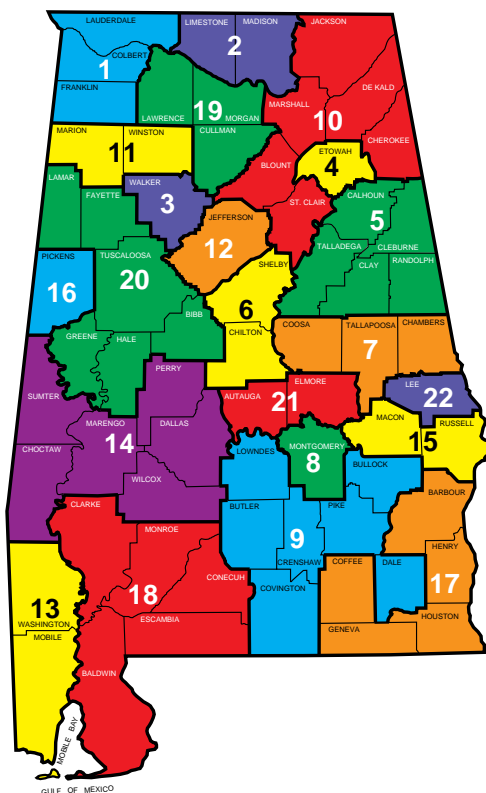


Community Services Division Staff

of Economic and Community Affairs will receive \$900,000 during the three-year program. The University of Alabama in Huntsville will measure the program's success and present

its findings prior to completion. Services related to the three weather protection programs are delivered to 67 Alabama counties through local community action agencies.

Alabama Community Action Agency Areas



1. Community Action Agency of Northwest Alabama, Inc.
2. Community Action Partnership of Huntsville, Madison and Limestone Counties, Inc.
3. Walker County Community Action Agency, Inc.
4. Etowah County Community Services Program, Inc.
5. Community Action Agency of Talladega, Clay, Randolph, Calhoun, and Cleburne Counties, Inc.
6. Eleventh Area of Alabama Opportunity Action Committee, Inc.
7. Chambers-Tallapoosa-Coosa Community Action Committee, Inc.
8. Montgomery Community Action Committee, Inc.
9. Organized Community Action Program, Inc.
10. Community Action Agency of Northeast Alabama, Inc.
11. Marion-Winston Counties Community Action Committee, Inc.
12. Jefferson County Committee For Economic Opportunity
13. Mobile Community Action, Inc.
14. Dallas-Selma Community Action Agency, and Community Development Corp., Inc.
15. Macon-Russell Community Action Agency, Inc.
16. Pickens Community Action Committee, Inc.
17. Human Resource Development Corporation
18. Community Action Agency of Baldwin, Escambia, Clarke, Monroe and Conecuh Counties, Inc.
19. Community Action Partnership of North
20. Community Service Programs of West Alabama, Inc.
21. Elmore-Autauga Community Action Committee
22. Alabama Council On Human Relations, Inc.

Law Enforcement and Traffic Safety

Keeping Alabama homes, schools, communities and highways safe is the primary objective of the Law Enforcement and Traffic Safety Division.

LETS administers millions of dollars to fund programs in law enforcement, corrections, juvenile justice, victims' services and highway traffic safety. The staff manages and monitors grants to state and local governments and eligible non-profit organizations to ensure compliance with state and federal requirements.

Highway Traffic Safety

Tremendous strides have been made to increase the safety of children and adults through seat belt and child restraint programs and increased enforcement efforts.

The "Click It or Ticket" seat belt safety campaign has increased Alabama's seat belt usage rate to 77 percent in the 2003 fiscal year. This represents a dramatic improvement over the 58 percent usage rate recorded in 1999.

Increased seat belt usage saves lives, reduces the severity of traffic injuries and allows Alabama to qualify for more federal funds to purchase



Bobby Pruitt, Acting Division Director

law enforcement equipment and fund officer overtime. Aimed at increasing child safety restraint usage, Occupant Protection Incentive Grants (Section 405) provided \$363,821 to implement child seat clinics and child seat installation certification training.

Governor Riley awarded 38 grants totaling more than \$3.4 million in the 2003 fiscal year through the State and Community Highway Safety Grant program (Section 402). Funds were used to train law enforcement officers and to provide them with technical assistance and equipment that will help detect and arrest individuals driving under the influence of alcohol or drugs.

Other program funds were used for student education, emergency medical technician

training, data collection, school bus safety and public service announcements. These grants helped create an awareness of traffic safety laws resulting in fewer crashes, injuries and deaths.

The Child Passenger Protection Education Grant is a program, administered by the Law Enforcement and Traffic Safety Division, that prevents deaths and injuries to children by training child passenger safety technicians to teach the public how to properly install child restraints at safety clinics and car seat checkpoints. In the 2003 fiscal year, 84 safety clinics and classes were conducted.

The Law Enforcement and Traffic Safety Division also administers the Highway Safety Data Improvement Incentive Grant (Section 411). This program improves the state's collection of data concerning traffic citations, driver histories, crashes, injuries and fatalities, emergency medical services and criminal histories.

A \$187,500 award went to the Administrative Office of Courts to support the development of a computerized system that will integrate and display electronic citation and crash



Fun and games is a big part of the "team building" concept of PASS

LETs Helps Children See the Value of Living Drug-Free Lifestyles

With the help of a \$35,000 grant administered by LETS, a non-profit organization in Autauga County known as "Peers Are Staying Straight: The Noble Idea" works to show children and teens the advantages of staying drug-free. Through numerous programs, PASS reaches out to the community to change attitudes and behaviors concerning alcohol, tobacco and illegal drugs.

PASS has established the county Teen Court, a diversion program for juveniles committing misdemeanor offenses, and the Truancy Prevention Program, which aims at assuring all students attend school on a regular basis. But it's the Independent Decision program that has perhaps made the greatest impact on Autauga County youth.

Seventh and eighth graders who want to participate in the program take voluntary urine tests for nicotine, marijuana, cocaine and other harmful substances. Those who test negative receive a picture ID that entitles them to discounts at local businesses such as 25 percent off a fast-food meal or a few dollars off an oil change. Participants may keep the ID as long as they test negative in random tests twice a year.

PASS executive director Martha Ellis hopes to expand the program to include all grade levels. "The beauty of it is that the community becomes aware, the businesses are involved and you begin to change the norm of what's acceptable in your community," Martha said.

In February 2003, PASS was named as an outstanding coalition by the Community Anti-Drug Coalitions of America for its successful efforts in substance abuse prevention.

records from the state's management information system.

The system will aid safety officials in analyzing data in an accurate, efficient and timely manner. The ability to access records electronically and provide information on driving patterns that result in crashes will help improve highway safety.

Family Violence Programs

Domestic violence is a serious crime that affects not only the victim, but also the victim's family. Those affected by domestic violence need professional assistance and compassion to cope with the trauma of abuse.

In the 2003 fiscal year, the Law Enforcement and Traffic Safety Division administered grants exceeding \$10.5 million through three programs to help provide shelter and assistance for victims and their children.

Providing emergency shelter often means the difference between living with domestic violence and escaping from it. Counseling, medical attention and aid in navigating the court system help many victims survive the horror of domestic violence.

Family Violence Prevention and Services

The primary objectives of the Family Violence Prevention and Services Act are to assist states in their efforts to prevent family violence and



Law Enforcement and Traffic Safety Division Staff

to provide immediate shelter and assistance for victims and their children.

During the 2003 fiscal year, 14 grants totaling almost \$1.5 million were awarded to agencies, organizations and associations dedicated to family violence prevention.

Victims of Crime

The Victims of Crime Act of 1984 established a fund to help states provide "direct assistance" to crime victims.

Children's advocacy centers, domestic violence shelters and rape crisis facilities, among others, received 52 grants totaling approximately \$6 million in the 2003 fiscal year to file temporary restraining orders for victims, explain court procedures, accompany victims to court and provide child care, transportation, counseling and shelter.

Violence Against Women

The Law Enforcement

and Traffic Safety Division administered \$3.7 million in the 2003 fiscal year under the Violence Against Women Act of 1994 to help combat violent crime by developing and strengthening effective law enforcement and prosecution strategies.

Funds were used to train law enforcement officers and prosecutors to identify and respond to violent crimes and to develop and support victim services programs. A portion of the funds also went to develop data collection and communications systems that link police, prosecutors and courts and track arrests, protection orders and convictions of offenders.

Juvenile Justice

The Law Enforcement and Traffic Safety Division works with police officers, sheriffs, district attorneys, probation officers and counselors to give juveniles the assistance they

need to turn their lives around.

In the 2003 fiscal year, the Governor awarded 24 grants totaling almost \$3.3 million from the Juvenile Accountability Incentive Block Grant to state and local governments for programs that hold juveniles responsible for their actions.

The division also administers Juvenile Justice and Delinquency Prevention Formula and Challenge Grants. In the 2003 fiscal year, 12 grants totaling \$666,295 were awarded to provide community-based alternative treatments for juveniles.

The focus of these treatments is to maintain and strengthen families and to provide alternatives to locking away juvenile offenders with incarcerated adults. Community-based detention homes were among the prevention-oriented programs funded.

Protecting Alabama's children, improving their lives and saving taxpayers money are benefits of the Juvenile justice Title V Grant program, also administered by the Law Enforcement and Traffic Safety Division.

This program is based upon the premise that it is more cost-effective to prevent juvenile delinquency than it is to rehabilitate offenders.

Communities use funds to form coalitions that identify delinquency risk factors and develop and implement local strategies and services to

steer at-risk children and their families away from activities that lead to juvenile crime. Approximately \$183,000 was awarded through four grants in the 2003 fiscal year.

Corrections

The Violent Offender Incarceration and Truth-in-Sentencing Incentive grants help cities, counties and the Alabama Department of Corrections place violent offenders behind bars and make communities safer.

The program funds the construction of new jails and prisons and the expansion of existing correctional facilities to increase bed space for persons convicted of violent crimes.

The Residential Substance Abuse Treatment for State Prisoners program supports effective long-term treatment and rehabilitation of inmates. Funds are used to implement residential substance abuse programs that provide individual and group treatment for offenders in state and local correctional facilities.

In the 2003 fiscal year, the Law Enforcement and Traffic Safety Division provided more than \$1 million to the State Department of Corrections for treatment programs in nine Alabama correctional facilities.

The treatment is essential for the rehabilitation of inmates who battle alcohol or drug addiction and it is an important step in helping inmates choose a

life free of addiction and crime.

Law Enforcement Program

The Edward Byrne Memorial Grant assists programs that directly impact unlawful drug trafficking and drug-related violence that pose serious threats to the health and safety of our communities.

The Law Enforcement and Traffic Safety Division administered 28 grants totaling \$7.6 million in the 2003 fiscal year to develop and maintain multi-unit drug task forces that reduce illegal drug activity and violent crime, apprehend manufacturers and distributors of illegal substances and seize property, weapons and vehicles of persons involved with unlawful drug activity.

Another program that helps to make our streets, schools and homes safer is the Local Law Enforcement Block Grant. In the 2003 fiscal year, 20 grants worth \$469,600 were awarded to train or employ additional law enforcement officers, buy equipment, enhance security at schools and establish crime prevention programs.

Safe and Drug-Free Schools and Communities

Ensuring that children have a safe environment in which to learn, develop and become productive citizens is a top priority for the Law Enforcement and Traffic Safety Division.

In keeping with this commitment, the Law Enforcement and Traffic Safety Division administered \$1.3 million through the Safe and Drug-Free Schools and Communities program.

During the 2003 fiscal year, 92 grants were awarded to school systems, local governments and non-profit organizations to reduce substance abuse, prevent violence and protect Alabama's most precious resource, our children.



Alabama's "Click It or Ticket" campaign has helped increase seat belt usage in the state by 19 percent since 1999.

Improving employment opportunities for Alabamians is the mission of the Workforce Development Division. WDD focuses on jobs, education, career development and job-training programs as it works to encourage economic development, increase employment, and prepare workers for stable and high-paying jobs.

During the 2003 fiscal year, the division administered more than 680 contracts totaling \$62.8 million and serving approximately 37,000 participants in workforce preparation activities.

Workforce Investment Act

The U.S. Congress passed the Workforce Investment Act in 1998 to create a customer-focused approach to investing in workforce activities. Under the act, the Workforce Development Division works with the Alabama Workforce Investment Board and local boards to integrate employment, training and career development programs.

The Governor appoints the state board members to help oversee the statewide workforce investment system, including Alabama's Career Center System, a network of one-stop centers that provide



Steve Walkley, Division Director

employment assistance, adult education, job training and services for youth and dislocated workers. The state and local boards work together to promote workforce development partnerships with local governments, schools, community colleges, businesses, chambers of commerce, family service centers and non-profit organizations.

Through WIA programs that are designed for youth, adults and dislocated workers, the Workforce Development Division disbursed more than \$50 million in the 2003 fiscal year to provide workforce development services to 27,000 Alabamians.

Alabama's Career Center System

The system comprises 30 comprehensive Career Centers

and 28 satellite Career Centers strategically located throughout the state. Representatives from the Department of Industrial Relations, the Department of Rehabilitation Services and the Department of Postsecondary Education work in these centers with ADECA's local WIA contractor.

The goal is to consolidate the delivery of workforce services at the local level for customer convenience. Services include job development, occupational training, education, vocational rehabilitation, veterans' services and unemployment insurance information.

Career Centers work with employers to locate job applicants with specific skills – and in many cases – training is arranged for those who lack specific job skills through the Workforce Investment Act Title I program.

The centers are electronically linked with one another through a system called the Interagency Electronic Linkage System.

The Workforce Development Division sponsors a career development facilitator seminar for Career Center personnel. In the past four years, more than 140 staff members have completed the training. It gives employees a chance to work

with diverse populations, use labor market information, prepare training materials, and to learn the essentials of customer service and effective job-search and placement strategies.

Incumbent Worker Training

In a constantly changing marketplace that requires new technology and demands new skills, WDD helps workers upgrade and acquire new skills so that employers can compete

internationally, remain open for business and avoid layoffs. The Workforce Development Division disbursed more than \$1.2 million through the Incumbent Worker Training Program during the 2003 fiscal year, providing training for more than 1,150 workers at 35 companies.

The demand for services was so great that all of the funds were obligated in less than six months. Global competition has forced manufacturing to be more efficient and to use the latest technology and the latest management techniques. The division helps reduce the strain on businesses by helping to keep the skills of Alabama's workers up-to-date.

Rapid Response Team

The Workforce Development Division provides on-site assistance to workers when plants announce layoffs.

Once ADECA receives notice of plant closings or substantial layoffs, the Rapid Response Team swiftly reacts and meets with employers and employees at plant sites affected by job loss. At these meetings, workers receive information about unemployment compensation, pension benefits, job training, employment services, health insurance, credit counseling, and many other services.

The Rapid Response Team worked with 10,000 people whose companies announced layoffs in the 2003 fiscal year.



Thanks to WDD and LAUNCH, Nicole Garmany can embark on the career of her choice.

WDD Helps Young Parent Embark on Successful Career

Nicole Garmany is a 20-year-old parent with an infant daughter. She had been receiving assistance from the Department of Human Resources with daycare and a clothing allowance, but she was in need of employment and career counseling. Nicole was referred to LAUNCH, a program dedicated to helping out-of-school youths develop the skills needed to get and keep a job.

The Huntsville/Madison County Chamber of Commerce Foundation received an ADECA grant of \$551,693 in July 2003 to fund the LAUNCH program. The program's mission is to increase the number of prepared, qualified youths entering the workforce so that north Alabama can experience continued economic prosperity. Young people who face barriers to success such as pregnancy and parenting, juvenile offenses or other causes of basic skill deficiencies receive career assessment and guidance as well as leadership development. The program provides work experience that is related to individual goals and provides substance for resumes.

Nicole's work experience has greatly improved her self-esteem and has motivated her to establish further life goals. Now, she faces the decision of which career path to follow: office administration or nursing. It's a choice she likely would not have had without the help of LAUNCH.



Workforce Development Division Staff

Welfare-to-Work

The Welfare-to-Work program is designed to move welfare recipients with significant employment barriers into jobs, offering recipients a brighter future. Alabama's Career Center System seeks to equip long-term recipients, generally those with poor educational achievement, few work skills and little work experience, with the resources they need to find and keep a job. The underlying philosophy of the program is that "the best welfare is a job."

The Workforce Development Division administered more than \$4.8 million through Welfare-to-Work in the 2003 fiscal year, serving approximately 6,400 participants.

School-to-Career

The Workforce Development Division also strives to prepare all Alabama students for success. The School-to-Career learning approach works with teachers, businesses and community organizations to ensure that classroom curriculums are relevant in today's workplace.

By identifying student interests and aptitudes, the program helps students explore career options and prepares them for college and high-wage first jobs. Students learn first-hand about various careers through apprenticeships, job shadowing, internships, and co-op education.

In the 2003 fiscal year, the Workforce Development Division provided nearly \$3 million to 26 partnerships statewide in the

final federal-funding year for the program.

Alabama Career Information Network

The Alabama Career Information Network helps young people with career decisions. The network received more than \$70,000 in the 2003 fiscal year to maintain a Web site and other programs that give students information about career opportunities and choices. In addition, special career education videos were supplied to elementary schools as part of the program.

Job listings through county employment offices, the State Personnel Department, the Department of Rehabilitation Services and the Department of Postsecondary Education are available through the Workforce Development Division section of the ADECA Web site at www.adeca.alabama.gov.

Toll-Free Jobs Help Line: 1-877-US2-JOBS

The Toll-Free Jobs Help Line program, which expired in 2003, set up a toll-free telephone system to help job seekers, students, workers in transition, and others find information about workforce services available in their area. The system provides location and contact information on career centers, training providers, unemployment insurance and how to get labor market information.

Appalachian Regional Commission

From downtown renovations to down-home cooking, the Appalachian Regional Commission has helped improve the lives of Alabamians who live in 37 counties (see map) for more than three decades by enhancing communities and upgrading services.

Created by the U.S. Congress in 1965, ARC is a unique partnership of federal, state and local governments working together to promote economic growth and improve the quality of life for Appalachian residents. Its mission is to bring 13 designated Appalachian states into the mainstream of the American economy by providing residents with the skills and knowledge necessary to compete in today's world. The region spans more than 200,000 square miles and impacts the lives of more than 23 million people, many of them in rural communities.

Programs funded through the Appalachian Regional Commission benefit communities in numerous ways. They help provide the physical infrastructure necessary for self-sustaining economic development and improved quality of life. The programs also assist and encourage people and organizations of Appalachia to work together for sustained progress and improve-



Bonnie Durham, Program Manager

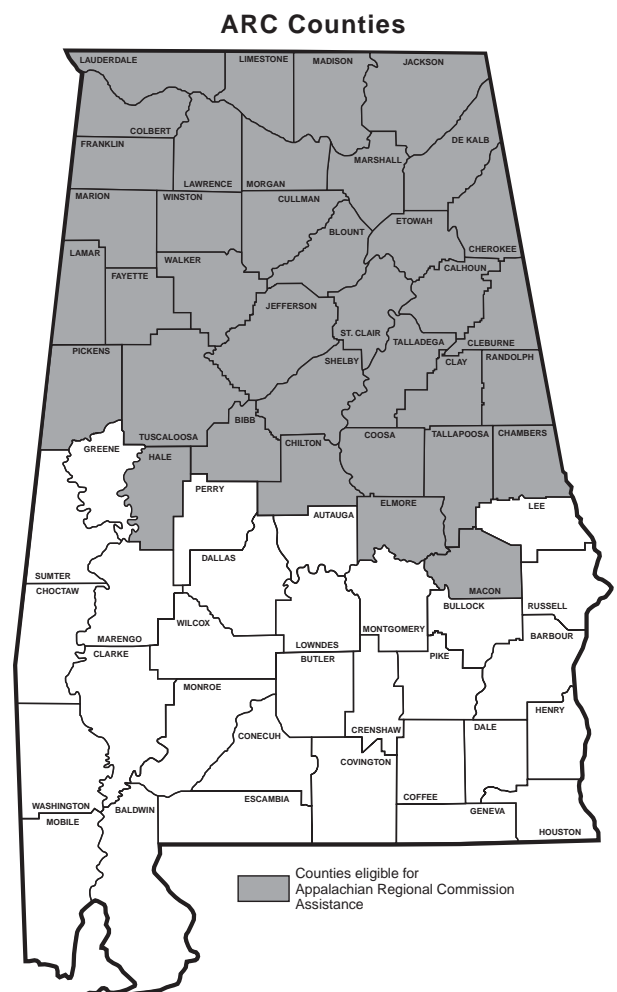
ment of their communities with a vision for the future.

ARC works to provide Appalachian residents with the financial and technical resources to help build dynamic economies and give all citizens access to affordable, quality healthcare.

Upon the Governor's recommendation, the commission awarded 37 grants totaling more than \$4 million in the 2003 fiscal year. Most of the grants went to local governments, non-profit organizations, school boards and community colleges,

all with the goal of improving communities and the quality of life for residents.

Grants from the Appalachian Regional Commission are used to create or retain jobs in Alabama. A \$200,000 grant to the town of Albertville helped construct a needed access road for a company building in the town's industrial park and infrastructure improvements for the city of Moody led to new or expanded businesses and



ADECA

Director

Assistant Director

Science, Technology and Energy

- Aerospace, Science and Industry
- Alabama Research Institute
- Alabama Rural Water Program
- Advanced Telecommunication Services
- Alternative Fuel Vehicles Program
- Energy Conservation Program for Seniors
- Energy Efficiency and Savings
- Local Government Loan Program
- Renewable Fuels Development
- Residential Energy Code Program
- Small Business Programs
- State Recycling Program

Law Enforcement and Traffic Safety

- Highway Traffic Safety
- Law Enforcement Programs
- Safe and Drug-Free Schools and Communities
- Family Violence and Victims' Programs
- Juvenile Justice
- Corrections

Workforce Development

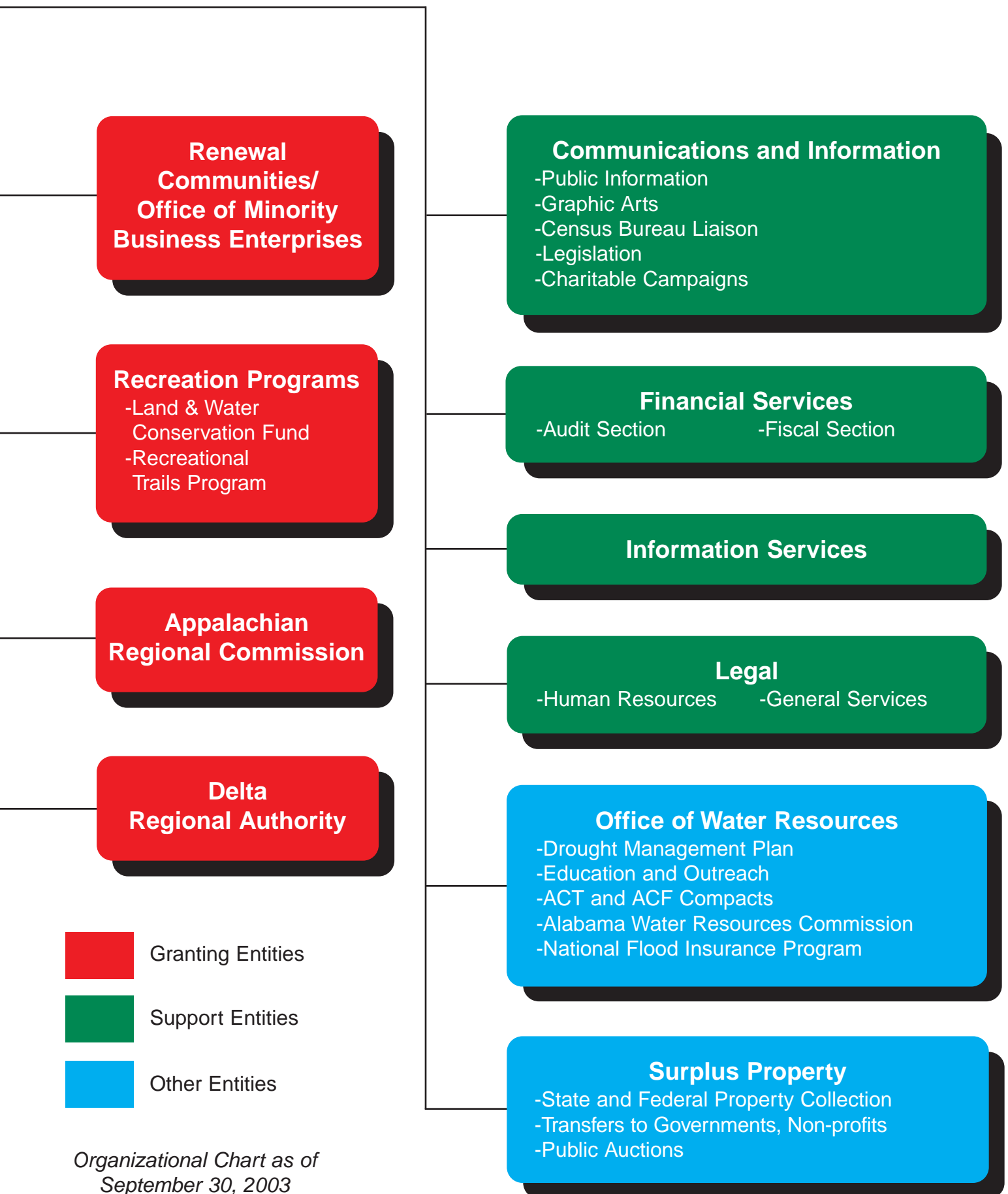
- Workforce Investment Act
- Alabama's Career Center System
- Alabama Works
- Incumbent Worker Program
- Rapid Response
- Youth Leadership Forum
- Welfare-to-Work
- School-to-Career
- Alabama Career Information Network
- Toll-Free Jobs Help Line

Community Services

- Community Service Block Grants
- Community Action Agencies
- Emergency Shelter Grants
- Community Food and Nutrition
- Weather Protection Programs

Community Development Block Grants

- Economic Development
- Competitive Grants
- Special Projects
- Community Enhancement
- Planning Grants



additional jobs. ARC grants also resulted in several job-training programs while ARC-funding of education has prepared students for the future.

ARC funds helped Alabama communities cope with emergencies and health crises by providing funds for infrastructure

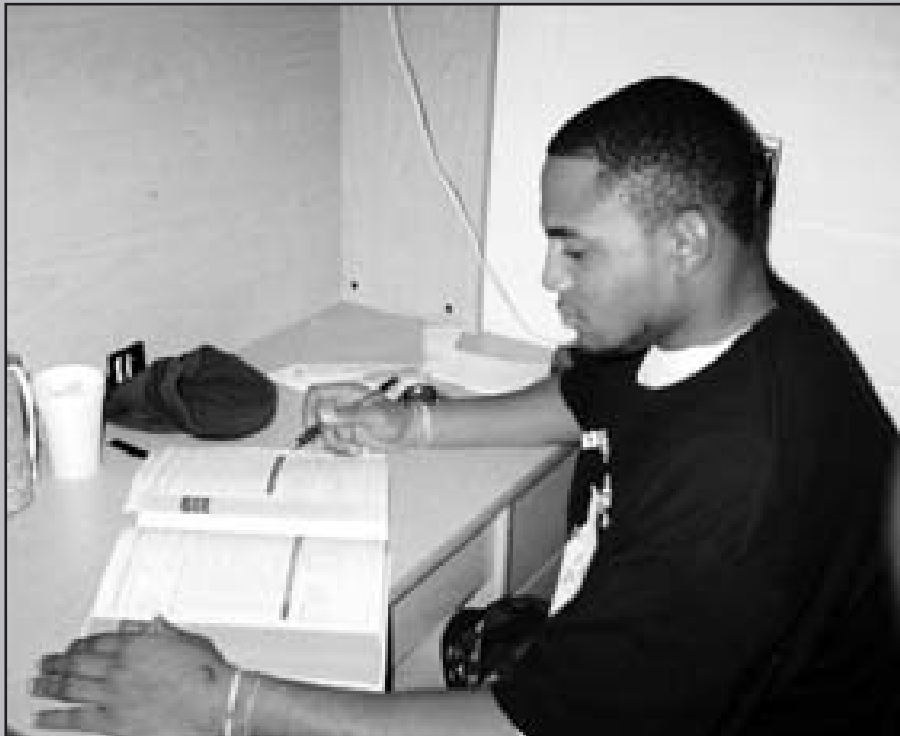
repairs or extensions, road improvements and working with other agencies to provide medical services in rural areas.

The Appalachian Regional Commission works with the Governor and ADECA director to help advance state goals to improve education and health

and promote economic development. Local Development Districts are an active and essential partner with the ARC.

There are eight LDDs in Alabama, and each operates under a board of directors comprised of elected representatives from local governments. An annual ARC workshop is held each July to provide information and assistance to governments, schools and non-profit organizations on the application process for applying for grants through the commission.

ADECA's Web site includes more information on the ARC, including the Appalachian Development Plan and Strategy, application forms, instructions, budget information, guidelines and other forms and documents. The ARC materials are available through the ADECA Director's page at www.adeca.alabama.gov.



Michael Robertson's life turned around after an ARC grant paved the way for him to continue his education. Above, Michael studies at Tuscaloosa's Stillman College.

Project Persuades Youth to Continue Education

Project B.E.T.H.E.L. helps youth, who were either expelled or suspended from school or chose to drop out, get another chance at education. The Bringing Education to Help Expelled Learners program helps students develop positive social behavior and prepares them to return to school or obtain their general equivalency diploma.

Computers funded with Appalachian Regional Commission funds helped turn Michael Robertson's life around. Michael enrolled in Project B.E.T.H.E.L. classes, acquired an equivalency diploma and is now a student at Stillman College in Tuscaloosa. Robertson credits the Project B.E.T.H.E.L. program with enhancing his computer skills, which are a necessity at Stillman, and helping him set goals and stay focused.

Funds from the Appalachian Regional Commission have also been used to buy necessary basic equipment for the program and persuade youth, 11-19, to continue their education and go on to productive lives.



**APPALACHIAN
REGIONAL
COMMISSION**

The Science, Technology and Energy Division administers a variety of programs that assist schools, businesses, non-profit organizations and communities across the state. STE coordinates energy efficiency projects for the elderly, energy education programs for children and recycling programs for cities and counties. The division works closely with businesses, utility companies, and state agencies to promote energy-efficient products. The division also administers programs that strengthen the state's technological infrastructure and encourages university research in collaboration with industry to foster economic development.

Alabama's Aerospace Industry

STE provided a grant to the University of Alabama in Huntsville to conduct a survey of Alabama's aerospace industry for information supporting the growth and development of the industry. The study revealed that aerospace businesses have a major economic impact across the state, employing 73,000 Alabamians and pumping billions of dollars into the state's economy. In addition to aerospace jobs, the industry has a large impact on



Terri Adams, Division Director

other businesses, creating 67,000 support jobs for Alabamians.

Alabama Research Alliance

The Alabama Research Alliance was established in 2002 by Executive Order 71 to replace the Alabama Research Institute. The ARA Board of Directors consists of 13 members, including the Governor, who serves as chairman, and education and business leaders appointed by the Governor to serve six-year staggered terms. STE provides fiscal and administrative management to the alliance which maintains an \$11.5 million endowment for investing in and promoting research in space, science, technology and defense; automotive manufacturing and production design; agriculture; biomedicine and cancer

research; and aviation computer electronics.

The Alabama Innovation Index

STE officials believe innovation may be the single most important factor in Alabama's economic growth during the 21st century. Research and innovation drive competitiveness, productivity and economic growth. STE, in collaboration with UAH, developed an index to measure various factors of innovation in the state's economy.

Through the innovation study, UAH identified research areas that can have the greatest economic impact in the state. With research funding targeted at these areas, Alabama can move more rapidly on its path to a manufacturing and knowledge-based economy with better jobs and higher wages for its citizens. The study also examined Alabama's strengths and weaknesses in all sectors, which will guide future plans of economic development and innovative research.

Alabama Rural Water Program

STE supports energy conservation in rural water systems in partnership with the

Alabama Rural Water Association. The primary goal of this program is to detect and repair water leaks within a system, not only saving water, but also saving the energy necessary to move water through the system. This year, 33 water system leak detection surveys were conducted saving \$990,000 in water and energy costs. In addition, 84 water system operators received hands-on training in leak detection and system repair.

Advanced Telecommunications Planning Program

STE works with communities to provide strategic planning and technical assistance in the development of advanced telecommunications systems for distance learning and telemedicine.

Agriculture Energy Efficiency Program

STE has developed the Agriculture Energy Efficiency Program to assist farmers in reducing energy costs and increasing production. This program provides education and financial assistance for the implementation of energy-efficient technologies and equipment and renewable energy solutions for agriculture. In April 2003, the division formed an Agriculture Energy Efficiency Steering Committee, consisting of members from all agricultural segments, to provide guidance and assistance in developing energy efficiency

programs.

Alternative Fuel Vehicles Program

STE encourages and promotes the use of alternative fuels as a way to increase the overall efficiency of transportation. Alternative fuels improve air quality and promote energy independence by reducing

the need for foreign oil. STE provides fleet managers with technical assistance concerning the use of vehicles powered by electricity, natural gas, ethanol, and propane as a substitute for gasoline and diesel fuel. The program is currently assisting the cities of Birmingham and Mobile in



This shelter for homeless families and battered women had no heat before STE provided efficient heating and air units.

STE Helps the Homeless

STE administered a grant of \$16,260 to Green Fields Development, a non-profit homeless and women's shelter, in May 2003. The funds were used for the installation of energy-efficient heating and air conditioning units at the shelter. "The units installed through the ADECA grant have greatly improved the comfort level of the homeless at the shelter," said Rev. Larry Johnson, Director of Operations for the shelter. "The savings on utilities will allow funds to be used in other areas to support the homeless."

The center, established in Hamilton (Marion County) in 1994, provides emergency housing for homeless families and men as well as battered and abused women. The 3,600-square-foot facility can house up to 30 people. The goal of the center is to help the homeless achieve a more constructive way of life by offering a hand up, not a handout.

The Green Fields Development program not only fills a need for emergency housing, but also serves the homeless people in many other ways. Their services include providing food, clothing, personal supplies, Christian counseling, and transportation to and from medical appointments and the hospital. Green Fields also helps with job searches and provides childcare to assist the homeless in becoming self-reliant. They offer basic training in carpentry, plumbing, electrical, small engine repair, computer skills, and janitorial work.

applying for the U.S. Department of Energy's Clean Cities program.

Energy Conservation Program for Senior Centers

The Alabama Department of Senior Services partnered with STE to install new energy-saving features in many of Alabama's senior centers as a result of a \$300,000 grant. The program reduces utility costs and makes residents more comfortable in the summer and winter seasons. Some examples of improvements are installation of double pane windows, energy efficient lighting fixtures, caulking, insulation, weather stripping and upgrading heating and air conditioning units.

Energy Efficiency and Savings

The Industrial Energy Advisory Service, operated by UAH, helps Alabama small businesses, local governments, schools, and other institutions increase profitability by advising them on ways to reduce their energy costs. The program provides self-audit energy guides, workshops, reference materials, energy audits, training on energy audit techniques, and technical support to building owners seeking energy-efficiency technologies. The program has conducted over 155 energy audits in Alabama. These audits have encompassed more than 8.7 million square feet of floor space resulting in estimated energy savings of \$800,000 per



Science, Technology and Energy Division Staff

year.

Local Government Energy Loan Program

The Local Government Energy Loan Program provides zero-interest loans for energy efficiency projects of local governments and schools in rural areas. The program is a partnership between STE, PowerSouth, and the U.S. Department of Agriculture. It enables schools and local governments to reduce their energy usage and costs through the installation of energy-efficient equipment and retrofits. This program has provided loans to seven local governments and school systems for energy-efficient retrofits, saving them more than \$260,000 in utility bills each year.

Renewable Fuels Development

The Renewable Fuels Program promotes energy conservation through the use of waste products as a source of alternative energy. The program offers up to \$75,000 in interest

subsidies to facilities that borrow funds to install biomass combustion equipment and other related hardware. Landfill methane gas projects are also eligible for subsidies.

Energy Codes Program

The Energy Codes Program promotes energy code adoption for residential housing and for commercial construction. In December 2002, the Residential Energy Code Board of Alabama voted to adopt the International Energy Conservation Code 2000 as the state's residential energy code. STE is promoting the adoption of the residential energy code. STE works with builders, utilities, and local building code officials to educate the building community on the benefits of energy-conserving building codes and the benefits of building energy-efficient homes.

The commercial energy code project promotes the state government buildings energy code in partnership with the

Alabama Building Commission. The code applies to state government buildings, colleges and K-12 public schools. In 2003, STE funded the Auburn University School of Building Science to evaluate the new International Building Energy Code for possible adoption into the Alabama code. Both codes can be found at www.adeca.alabama.gov.

State Recycling Program

STE's State Recycling Program has been a major contributor to energy efficiency, environment preservation, and the reuse of valuable resources, which Alabama factories manufacture into new products.

The program reduces waste sent to landfills and creates new jobs in Alabama. In 2003 fiscal year, 14 grants were awarded totaling more than \$200,000 to assist in recycling efforts and to encourage Alabamians to recycle. Through the program, several hundred thousand tons of recyclable materials have been diverted from local landfills, saving precious energy resources in the process.

Project ROSE (Recycled Oil Saves Energy) is Alabama's used motor oil recycling program. Project ROSE reported 1.8 million gallons of used oil recycled in the 2003 the fiscal year.

Technology Assistance Program

Several grants were issued to support STE's objective to provide technology and techno-

logical advances in Alabama. STE provided grants to municipalities to purchase new computers and upgrade existing computers and software.

The new computers, with Geographic Information Systems, allow cities to make maps showing where water lines, sewer lines, and other infrastructure components are located. This is essential for future planning and development and helps local governments sustain vital services.

Energy Education Program

The Energy Education Program offers resources and opportunities for science and energy education to teachers and students throughout the state. The emphasis of the program is to provide K-12 students with energy efficiency measures that can be used in and out of the classroom. This provides useful information that the students can share with their families to foster a more energy-efficient community.

Energy Star Program

The Science, Technology and Energy Division encourages energy efficiency in homes and businesses through the use of Energy Star-labeled products and through energy-saving practices. Energy Star products save consumers money on energy costs while benefiting the environment. Through exhibits at home expos and fairs, training workshops for county extension agents, and presentations to

various sectors of the building community, STE educates Alabamians about the benefits of using Energy Star products and practices. Energy Star works with such programs as Habitat For Humanity and the ADECA Weatherization Program to help limited-income individuals achieve a comfortable standard of living without paying a large percentage of their income for energy costs.

The Science, Technology and Energy Division also promotes the Energy Star's Million Monitor Campaign, which encourages putting computer monitors in a "sleep mode" after a period of non-use. The campaign is saving cities and counties more than \$23,000 a year in energy costs. STE expects these savings to increase dramatically as additional state and local government agencies implement the program.

Energy Emergency Planning

The Science, Technology and Energy Division is responsible for preparing and maintaining the Alabama Energy Emergency Plan. This plan was originally designed primarily to help manage a motor fuel shortage caused by a disruption of petroleum from the Middle East.

Currently, the plan is under review to take into account that an energy supply crisis could also be caused by a domestic or international terrorist act which could cause temporary or long-term disruption to energy production, generation or distribution facilities.

ABAM

Legal Section

The Legal Section provides representation, legal advice and assistance for divisions and support staff at ADECA. The section reviews and approves grant agreements and assists with department contracts. The section works with the Director's office and division directors on internal and external legal issues and is responsible for keeping up to date on new laws and regulations affecting the department and ensuring division supervisors are informed of legal issues that relate to them. The section maintains and updates the Policies and Procedures Manual for the department and provides legal research and assistance. The section also coordinates contracts with the Legislature's Contract Review Committee and handles legal questions involving personnel matters.

Under the direction of the Legal Section, the **Human Resources Section** supports the Director's office, division directors and other supervisors to ensure that all federal and state personnel laws and regulations are followed. The section provides advice and guidance regarding personnel interviewing, hiring, probationary reports, performance appraisals and employee training. The section assists divisions with salary adjustments, personal



Eddie Davis, ADECA Legal Counsel

leave, benefits issues and any disciplinary actions.

The staff interprets personnel related laws, rules and agency policies, makes recommendations on departmental procedures, policies and plans. The section recommends changes to employee classifications and reviews manpower issues. The personnel manager attends training and receives updates

on relevant issues and reviews documents to remain up to date on employment law trends and also assists employees with opportunities for counseling and information concerning raises and promotions.

Mail and most office supplies that move into and out of the Alabama Department of Economic and Community Affairs are handled by **General Services**. The staff delivers parcels and mail to all of the department's divisions and sections, handles the transfer of inner-office correspondence as well as pick-up and delivery of materials between ADECA and other state agencies. The office maintains a large inventory of office supplies for the department and processes orders of items that have to be obtained from the state's central supply office or from outside vendors.



Legal Section Staff

Office of Water Resources

The Office of Water Resources ensures the state's water supply remains safe and plentiful for present and future generations. OWR works with federal, local and other state agencies to coordinate, develop and manage the state's water resources. This work includes recommending policies and legislation, conducting technical studies, educating the public on conservation and other water-related issues and providing technical and advisory support in Alabama's ongoing negotiations with adjoining states involving sharing water.

While Alabama has an abundance of lakes, rivers and streams that provide safe and



Trey Glenn, Division Director

sufficient drinking water, ample energy production, deep-water transportation routes and bountiful recreational opportunities, water sources are limited. Demands continue to grow with expanding industries, municipal

expansions and needs of bordering states. Therefore the protection of these resources is critical to the health and safety of Alabamians.

Drought Management Plan

While drought cannot be prevented, there are steps to minimize its effects. An OWR committee developed a drought-management plan based on a series of public meetings throughout Alabama. Formation of the plan stemmed from an executive order issued by the Governor setting up the Alabama Drought Assessment and Planning Team. ADAPT focuses on regional drought problems and solutions as well as addressing short and long-range issues involved with water shortages.

Education and Outreach

OWR coordinates an education and outreach campaign to inform Alabamians about water resource issues and to promote voluntary conservation. OWR provides public awareness and education regarding the state's valuable water resources through talks, brochures and public service announcements. OWR officials conduct technical workshops with local water boards and authorities designed to provide education and outreach about



Office of Water Resources Division Staff

water policy issues and to focus on the benefits of water conservation. They also allow an open dialogue with an exchange of ideas to help OWR better understand and meet the needs of Alabama citizens.

ACT and ACF Compacts

OWR serves as the state's liaison with federal agencies concerning major water-related projects. The division acts on behalf of the state in ongoing negotiations with Georgia and Florida to ensure that Alabama's interests are protected today and for future generations. Staff representatives support attempts to forge water allocation formulas involving the Alabama-Coosa-Tallapoosa and the Alabama-Chattahoochee-Flint river systems. Research gathered by OWR is helping to make certain that a fair and equitable solution is reached in the sharing of water produced along the river networks.

Alabama Water Resources Commission

A 19-member Water Resources Commission advises OWR on issues of rules and state regulations. The commission is made up of members representing each congressional district, each major water surface region and a cross-section of water user groups. The Governor, Lieutenant Governor and Speaker of the House appoint its members. The commission meets twice a year and provides guidance for the Governor, the legislature and OWR on major water

issues and potential or existing policies, regulations and plans. The Commission also handles appeals on any OWR-issued administration actions, citations or orders.

Floodplain Management Program

OWR, handles floodplain management by combining several federal and state programs. With the transition of the National Flood Insurance Program from the Alabama Emergency Management Agency and with the establishment of the Flood Map Modernization Program, OWR created a fully integrated Floodplain Management Program to leverage resources and better manage flood

related issues. The program includes updating and maintaining flood maps, overseeing the flood insurance program and providing technical assistance to communities. OWR began these additional duties in June 2002 when it assumed responsibility for the National Flood Insurance Program.

OWR manages the planning, conservation and coordination of Alabama's valuable, beautiful and important natural resources that include more than 77,000 miles of rivers and streams, 563,000 acres of public lakes, reservoirs and ponds, 3.6 million acres of freshwater wetlands, 27,600 acres of coastal wetlands, 390,400 acres of estuaries and 50 miles of beaches along the Gulf Coast.

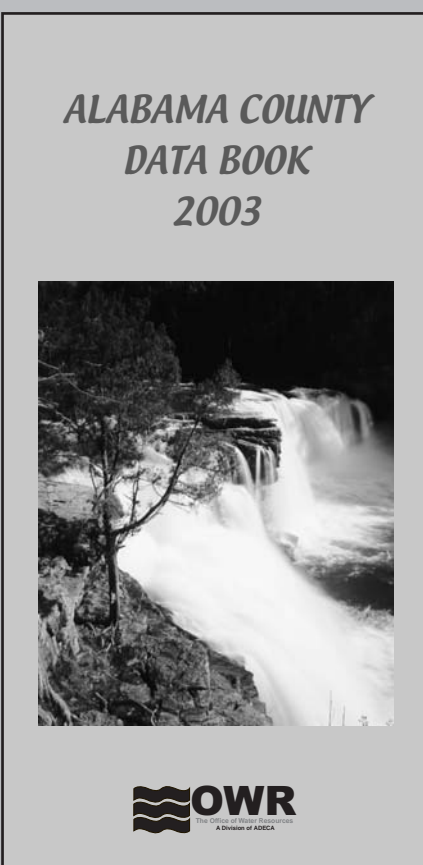
OWR Produces Popular Alabama County Data Book

After an almost five-year absence, the Alabama County Data Book made its return in 2003.

The 105-page book includes maps, charts and data about each of the state's 67 counties. The data, which provides a comparison of each county, covers such topics as education, agriculture, transportation, taxes and revenue, natural resources, public safety, health and social services and recreation.

The book is used by government officials, researchers, media and the public and is often utilized as a tool to improve local services.

OWR staff compiled the data and Communications and Information Division compiled the information into book form. OWR issues the limited number of printed books free of charge.



The Alabama County Data Book was published by ADECA in 2003.

Recreational Programs

Outdoor recreation attractions not only promote healthy living, but they also improve overall quality of life in communities, attract tourists and protect the environment and natural aesthetics. The Alabama Department of Economic and Community Affairs has helped communities throughout the state increase recreation through two federally funded programs.

Land and Water Conservation Fund

The Land and Water Conservation Fund program, which has been in existence since 1964, provides matching funds to Alabama cities and counties for the development or establishment of outdoor recreational areas. Projects include parks, playgrounds, forest and wildlife refuges, recreational lakes and ponds, outdoor playing fields and picnic and camping areas.

The U.S. Department of Interior provides Land and Water Conservation Funds to the state. Counties and cities that apply for LWCF grants must supply matching funds that are equal to or exceed the amount that is requested.

The recreational programs staff consider a number of factors



Jon Strickland, Program Manager

when evaluating grant requests. The Governor submits the best proposals to the National Park Service, which makes the final determination.

In the 2003 fiscal year, \$1.64 million in grants were issued for 26 projects in Alabama. Including matching funds, the projects represented more than a \$3.2 million investment in recreation in the state.

ADECA awarded the City of Fayette a \$100,000 LWCF grant to construct a 2,870-square-foot waterpad at Guthrie Smith Park. The area features numerous interactive water play areas that are accessible even by wheelchairs.

The City of Oxford used a \$100,000 LWCF grant along with \$200,000 in locally raised money to construct a playground in memory of the people who lost

their lives in the Sept. 11, 2001 terrorists attacks. In addition to providing a handicapped-accessible playground, the park also has a water-based play area. (see photo opposite page)

One of the objectives of the Land and Water Conservation Fund program is to ensure that the state's residents have safe places to recreate. The City of Reform developed its baseball and softball park about 40 years ago. Since then time and the elements have damaged the park's lighting system to the point where it was no longer safe.

Reform with its limited resources had little choice but to seek assistance from the Alabama Department of Economic and Community Affairs and the LWCF Program. With a \$96,424 grant matched with city funds, Reform removed the wooden light poles and fixtures on three baseball and softball fields and replaced them with metal poles, installed new lighting fixtures and upgraded the electrical service to the park.

Recreational Trails Program

Created by Congress in 1998 and funded through the U.S. Department of Transportation, the Recreational Trails Program assists federal



The statue, which is at the base of a man-made waterfall, was unveiled during a ceremony in September 2003.

Grant Commemorates Plight of Native Americans

A \$50,000 Recreational Trails grant made possible a bronze work commemorating American Indians who were forcibly removed from the Southeastern United States in the early 19th Century.

The city of Tusculumbia unveiled the 7-foot-tall statue at Spring Park during its observance of the Trail of Tears in September 2003. The statue is of an Indian woman carrying a child in one hand and touching a grave with the other. It was done by Birmingham sculptor Branco Medencia.

The Trail of Tears is a 230-mile route American Indians were forced to take when they were removed to Oklahoma in the 1830s. The route extends from Chattanooga at the Tennessee line to Waterloo in west Alabama.

For several years groups have observed the occasion with a motorcycle ride. The motorcycle route along U.S. Highway 72 follows the almost exact path as the original Trail of Tears route.

agencies and state and local governments in acquiring, developing or improving areas for recreational purposes.

The trails are designed to encourage a wide range of activities, including walking, jogging, cycling, skating, backpacking, horseback riding and swimming. Trails range from natural paths cut through woods to smooth multi-purpose asphalt surfaces along lighted routes.

In fiscal year 2003, \$1.61 million was awarded in Alabama for the development or expansion of 21 recreational trails projects.

Recreational Trail grants are making possible one of the state's few parks that has trails dedicated primarily to all-terrain vehicles and off-road motorcycles. Minooka Park, near Jemison in Chilton County, will have at least nine miles of trails, along with a lake and picnic and camping areas at the 159-acre park.

Trail grants are awarded on a competitive basis. The Alabama Recreational Trails Advisory Board, which is composed of 11 members, suggests grant recipients based on its reviews of applications.



Freedom Park in Oxford was a result of a Land and Water Conservation Fund grant and a grassroots effort from local citizens.



Recreational Programs Section Staff

The authority, created in December 2000, encourages the development of new jobs and basic improvements to enhance quality of life. The



formula for strengthening economies is to improve education, infrastructure, transportation and businesses with an emphasis on private enterprise. The Alabama Department of Economic and Community Affairs oversees the program in Alabama and works with local, state and regional agencies to implement program goals.

The Delta Regional Authority serves 240 counties and parishes in eight states, including 20 counties in Alabama. The Alabama counties in the DRA

include: Barbour, Bullock, Butler, Choctaw, Clarke, Conecuh, Dallas, Escambia, Greene, Hale, Lowndes, Macon, Marengo, Monroe, Perry, Pickens, Russell, Sumter, Washington and Wilcox.

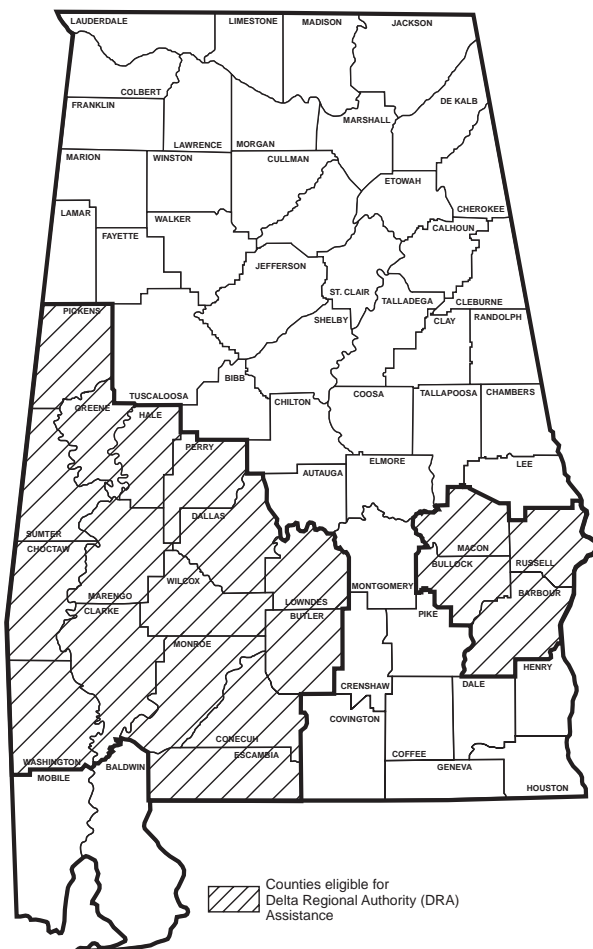
Each of the member counties in Alabama has been defined as a "distressed county," where the unemployment rate is greater than the national average, a substantial loss in population has occurred, a major industry or business has closed, or a major disaster or emergency has been experienced.

At least 75 percent of the total funds allocated to the authority are invested in distressed counties and half of those funds must be earmarked for transportation and infrastructure improvements. Projects that have a regional impact receive special priority.

In addition to the overall focus of the Delta Regional Authority, short, middle and long-term goals have been developed for the Alabama counties with an emphasis being placed on creating jobs and eliminating poverty.

Secondary goals have also been established for each Local Development District. These LDDs serve as committees that

DRA Counties



represent local governments. The 20 Alabama counties that are part of the Delta Regional Authority are served by six LDDs, which may be comprised of one or more counties.

The secondary goals of the Delta Regional Authority are aimed at solving problems unique to a county or a range of counties. For instance, in the Region 2 Local Development District, Greene, Hale and Pickens counties all consider adequate daycare an important need while Lowndes County, which is in a separate development district, lists its priorities as improving water and sewer services and developing an industrial park. Several counties lying along either the Alabama or Tombigbee rivers list the need to incorporate those water systems in their improvement plans.

A map of Alabama counties eligible for funding under the Delta Regional Authority is on page 30 and a map of the eight-state region can be found at www.dra.gov.



Construction is under way on the Hysco America Company plant in Butler County.

DRA Helps Bring Jobs to Butler County

In August 2003, the Delta Regional Authority provided \$250,000 to the city of Greenville to “railroad” economic development to the area and create 50 jobs. Along with a Community Development Block Grant from ADECA and local funds, the DRA grant allowed the city to construct a rail spur to make it possible for Hysco America Co. to set up shop in the area. The company site is adjacent to a main rail line for CSX Transportation and the spur will be used to ship in raw materials and ship out finished products.

Greenville Mayor Dexter McClendon said the reason he became mayor was to work with groups like DRA to create jobs for the people of Greenville. “It’s working together for a better country and a better community, and it changes the quality of life for our citizens,” he said. “It’s just great!”

The South Korean-based company, which produces rolled steel for automobile manufacturing, will be a major supplier for Montgomery’s Hyundai Motor Co. Hysco’s 180,000-square-foot factory will begin production in 2005 and more than 50 additional workers are expected to be hired by 2010. The supplier is expected to have a payroll that exceeds \$1 million during its first year.

Delta Regional Authority 2003 Federal Grant Program State Allocations

State	Allocation	Allocation Percentage
Alabama	\$613,954.62	10%
Arkansas	\$974,302.44	16%
Illinois	\$545,051.13	9%
Kentucky	\$560,432.07	9%
Louisiana	\$1,151,199.40	19%
Mississippi	\$897,062.73	15%
Missouri	\$740,225.17	12%
Tennessee	\$677,772.43	11%
Total	\$6,159,999.99	100%

Alabama received 10 percent of DRA grant funds in the 2003 fiscal year.

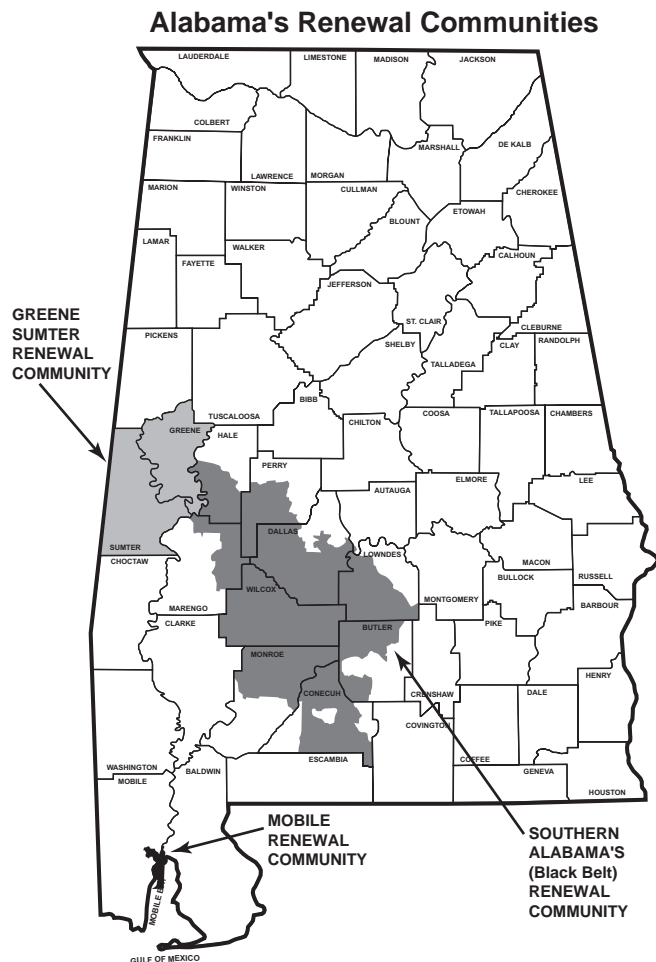
Renewal Communities and Office of Minority Business Enterprises

Renewal Communities and the Office of Minority Business Enterprises are involved in several programs to spur economic development and create jobs in economically distressed areas of Alabama. The sections administer programs that work to attract businesses to areas designated as having high-unemployment and modest to high poverty areas. The sections also serve and promote the interests of businesses owned by minorities and women.



David Barley, Program Manager

Renewal Communities



The Renewal Community Program, which was created by the Community Renewal Tax Relief Act of 2000, provides tax incentives for business and industry to locate or expand in economically deprived areas. Only 40 Renewal Communities have been designated by the U.S. Department of Housing and Urban Development, three of which are in Alabama. Designations were made on the basis

of a competitive application process and were primarily based on groups of contiguous census tracts that include areas of poverty, high unemployment and substandard housing.

The three areas designated in Alabama include the Mobile-Prichard Renewal Community, Greene-Sumter counties, and the Southern Renewal Community (Blackbelt), which is composed of Wilcox County and parts of Butler, Conecuh, Dallas, Lowndes, Marengo, Monroe, Hale and Perry counties. Projects are reviewed and approved by a five-member committee, which includes representatives from each of the three renewal districts, the Governor's Office, the Alabama Development Office and the Alabama Department of Economic and Community Affairs.

During the 2003 fiscal year, the Renewal Community and Technical Assistance staff hosted and co-hosted numerous workshops designed to make local businesses aware of the federal tax benefits available to them for being located in a the staff assisted in getting four major manufacturing companies to locate in the Renewal Community, bringing hundreds of new jobs to the area.

Existing businesses also realized savings of approximately \$9 million as a result of the accelerated tax deduction provisions of the program. Hundreds of local businesses have realized significant after-tax savings on the cost of labor, one of which reported a savings of more than \$800,000 the first year.

Office of Minority Business Enterprises

The Office of Minority Businesses Enterprises works to help businesses owned by minorities and women succeed. The OMBE offers training and technical assistance to the businesses in addition to helping the businesses obtain clients and contracts with federal, state, and local government and private sector agencies. Additionally, the office provides a certification for minority-owned businesses.

During the 2003 fiscal year, the Office of Minority Business Enterprises, after conducting extensive reviews of the background of each applicant, issued certificates to approximately 40 new minority-owned businesses and 58 certificates to women owned and operated businesses.

The section carries out a continuous campaign to expose minority and women owned businesses to new and emerging products and services.

In addition, the section manages the state's Enterprise Zone Program, the Enterprise Community Program and

others. Approximately 25 requests for assistance are received daily from public and private sources. The programs are designed to encourage economic growth in areas considered to have depressed economies. Incentives are

offered to encourage businesses to locate or expand into these 28 designated areas of the state. Additional information, including a list of the cities and counties eligible for the programs are available at **www.adeca.alabama.gov**.



Renewal Communities and Office of Minority Business Enterprises Staff

Renewal Community Program Helps Create Jobs

The Renewal Community Program has helped bring a rejuvenation of jobs to several cities in Alabama. Thanks to the program and the marketing efforts of ADECA staff and local economic developers, six companies in Selma were able to create or retain 950 jobs.

These companies, as a result of the program's federal income tax wage credit provision, were able to save \$2.1 million in after-tax labor costs. Among the companies taking advantage of the program were Bush Hog, Henry Brick Co. Inc. and American Apparel Inc., Altadis U.S.A, Meadowcraft Inc. and Vaughan Regional Medical Center. American Apparel, a textile manufacturer, was able to retain or create 500 jobs alone by taking advantage of the program.

Selma is one of 50 communities within Alabama's Renewal Communities that was able to benefit from the program. Similar results were experienced in other areas. An additional 20 companies have been able to create \$11.5 million in new capital investments by implementing the renewal community's accelerated depreciation provision.

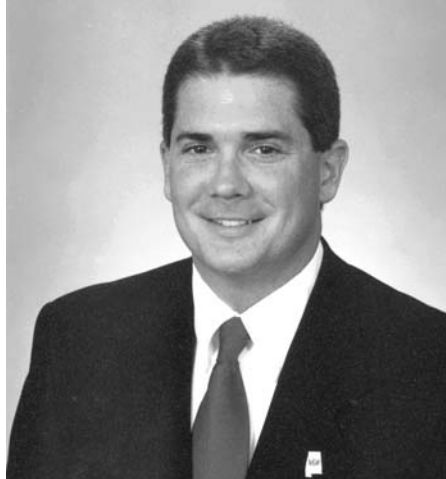
The three areas in Alabama designated as renewal communities include numerous Census tracts in a dozen counties in west and southwest Alabama. (See map, page 32) For a listing of all 40 Renewal Communities in the United States, visit the U.S. Department of Housing and Urban Development's Web site at www.hud.gov.

Surplus Property

The Surplus Property Division saves taxpayers money through the management of federal and state inventory and the sale of more than \$1 million in surplus property at its warehouses each year.

The division also is an important resource for numerous non-profit organizations. An average of 25 non-profit groups make vital purchases daily that allow them to assist the elderly, feed the homeless and offer a hand to the poor.

In fiscal year 2003, SPD sold hundreds of items no longer needed by state agencies to city and county governments, volunteer fire departments and



Shane Bailey, Division Director

non-profit organizations at a fraction of the cost these groups would have paid had they purchased the property new.

Alabama law requires most state agencies to turn in sur-

plus property to the Surplus Property Division. SPD also distributes federal property obtained through the Federal Surplus Property and the General Services Administration's Vehicle Sales Programs.

Most federal surplus property is acquired from eight southeastern states with SPD trucks picking up property at various military bases and federal agencies. The property is moved to either the 125,000 square-foot facility in Montgomery or the 25,000 square-foot warehouse in Eva in Morgan County.

SPD occasionally finds surplus property overseas.



Surplus Property Division staff along with Governor Bob Riley



In June, 567 state-owned vehicles were turned in to Surplus Property as part of "Riley's Round-Up"

Searching the Internet, SPD locates equipment at U.S. military bases and contacts the base depot by e-mail to arrange delivery. It is done electronically from photos of the requested items, including logistics and shipping costs.

Government agencies and non-profit organizations make crucial purchases at SPD warehouses daily. Schools buy office equipment, computers, school supplies, desks and automobiles for driver education classes. In FY 2003, local governments, volunteer fire departments and non-profit organizations purchased more than 500 vehicles acquired by SPD. County commissions acquire heavy equipment, road-maintenance vehicles and engine components from SPD. Homeless shelters typically buy beds, chairs, refrigerators and trucks

to transport food.

SPD holds property for at least 60 days to allow eligible organizations to obtain it before it is sold at public auctions. Computers, copiers, office equipment, cars, trucks and other vehicles were among the many items sold in 2003 with more than 1,500 registered buyers participating in three

auctions that grossed more than \$1 million.

For information about public auctions, visit the ADECA Web site at www.adeca.alabama.gov and follow the link to "Surplus Property" and click "Public Sales." The site provides a complete list of items to be auctioned and a map to the warehouse.



Surplus Property – Eva Warehouse staff

ADECA's Communications and Information Division coordinates a wide range of services for the department. The activities of the division are conducted by three sections: public information, graphic arts and administrative.

CID responds to inquiries from the public and news media representatives and announces grants.

The division coordinates the design and printing of numerous publications, monitors legislation, provides liaison to the Census Bureau, coordinates various charitable activities and provides other services to the department.

The division works closely with other divisions and sections to promote programs, projects and services and to make information and records available to the legislature, state agencies, news media and the general public upon request.

Public Information

The public information section prepares and distributes hundreds of news releases each year announcing grants. The most recent news releases are available on the ADECA Web site at **www.adeca.alabama.gov** by following the links to the



Larry Childers, Division Director

Communications and Information Division. CID also informs the public about ADECA-sponsored workshops, conferences and Surplus Property public auctions.

The division serves as the point of contact for news media inquiries and researches and responds to requests for information about grants and other ADECA programs. The public information staff also receives requests from citizens and provides access to public documents for both reporters and citizens.

An increasing number of e-mail questions and comments are received from the ADECA Web site. The Communications and Information Division responds or forwards the messages to the appropriate divisions or sections to help provide prompt responses. The CID staff is responsible for

preparing the Annual Report and newsletters and helps develop public service announcements and content for the agency's Web site.

The Communications and Information Division also publishes @ADECA, a monthly online newsletter for employees that features departmental news, staff accomplishments, awards, honors and state employee news and links to useful Internet sites.

Graphic Arts

The graphic arts section works with every division and section of the Alabama Department of Economic and Community Affairs to design, create and print manuals, handbooks, pamphlets, identification cards, charts, maps, reports, forms, business cards and other documents.

The section prepares signs, posters and other large graphic items used for promoting events. Numerous specialty items are also designed and ordered for use in public education campaigns to promote such things as seat belts, child safety seats, recycling and energy conservation.

The section assists with the publication of legal notices when required to administer ADECA programs and provides

black and white reproduction services producing tens of thousands of copies for the department each month.

The graphic arts section also serves as printing coordinator for the Alabama Department of Economic and Community Affairs and works with State Printing and Publications or outside vendors as required.

Administrative

The administrative section coordinates the fiscal, personnel and office responsibilities of the division. Other duties carried out by the section include serving as the records retention coordinator and liaison to the Department of Archives and History and preparing and distributing the safety plan for the Alabama Center for Commerce building that houses the Alabama Department of Economic and Community Affairs.

Legislation

The administrative section reviews bills introduced in the Legislature in an effort to identify those measures that might have an impact on programs administered by the Alabama Department of Economic and Community Affairs. Legislation that is significant to the department is brought to the attention of appropriate division directors and program managers and the measures are tracked through the legislative process.

Upon the request of the ADECA Director, the division communicates the department's



Communications and Information Division Staff

position on legislative issues to the Governor's staff, members of the legislature or the U.S. Congress as appropriate.

Census Bureau Liaison

The director of the Communications and Information Division serves as the Governor's Liaison to the U.S. Bureau of the Census. During 2000, CID was heavily involved in efforts to encourage all persons living in Alabama to participate in the decennial Census.

A full and complete count of persons living in Alabama is vital not only for public and private-sector planning purposes, but also to ensure the state receives its fair share of the federal dollars that are distributed based upon population formulas. The Communications and Information Division advises the Governor's Office on Census matters and assists other state agencies and citizens to access Census data.

The CID director serves as the state's certifying official for reporting municipal incorpo-

rations, boundary changes and annexations to the Census Bureau. The division also corresponds with municipalities and counties to collect data to make any necessary changes to Census Bureau records.

Charitable Campaigns

Each year the Communications and Information Division is involved in a number of campaigns that involve employees of the Alabama Department of Economic and Community Affairs. The division coordinates several drives to raise funds or support for a variety of charitable and community service organizations.

One of the largest efforts is focused on the annual State of Alabama Combined Campaign that helps to raise money for more than 800 United Way charities. Drives for blood donations to the American Red Cross are promoted and coordinated by the division as well as efforts to encourage participation in U.S. Savings Bonds campaigns.

Information Services

The Information Services Section provides the technology that links and supports the many programs and elements of the Alabama Department of Economic and Community Affairs.

The section handles the telecommunications and information technology needed by ADECA employees to perform their jobs expediently and effectively.

The ISS staff provides employees with multiple services designed to make them more efficient in obtaining and processing the information necessary to do their jobs, and more accessible to the public they serve.

The section conducts in-house training on new and existing computer hardware and software programs and telecommunications equipment in an effort to keep employees up-to-date with technology. The office also coordinates outside training for employees when services are not available in-house.

The Information Services Section is responsible for the day-to-day development and maintenance of ADECA's computer network, equipment and programs. The section assists with the purchase and installation of commercial computer software required by different



Scott Randolph, Section Manager

offices to perform varied functions.

Information Services also aids ADECA divisions to develop and use programming unique to their duties. The section maintains a direct link between ADECA and 30 One-Stop Career Centers throughout the state, a program of the Workforce Development

Division, to help displaced workers obtain employment or proper training.

The section is also responsible for developing and monitoring security systems designed to maintain the integrity of the department's computer data. During the 2003 fiscal year, ISS upgraded the department's IBM AS/400 computer system to a model-800 that yields five times the processing power and more than 10 times the storage capacity of the previous model.

The Information Services Section also accomplished a centralization and performance upgrade of ADECA's server disaster recovery system. The backup of all servers was transitioned from tape to Network Attached Storage arrays.



Information Services Section Staff

ADECA administers dozens of programs each year and disbursed more than \$186 million in grants and contracts in the 2003 fiscal year. ADECA's Financial Services Section monitors the agency's programs to ensure compliance with federal, state and local laws. Staff members work with each division to provide assistance and technical support.

Major responsibilities of the **Audit Section** include the development and operation of the agency's financial monitoring, special audits, technical assistance to grant recipients and audit management system. The section monitors federal grant recipients and reviews audit reports and special audits to ensure that recipients are responsible with the funds they receive. Financial monitors make on-site visits and audit major programs. In fiscal year 2003, approximately 165 subgrantee audit reports were reviewed.

The section also offers recipients guidance about CPA audits, reviews reports prepared by the State Examiners of Public Accounts and provides technical assistance to grant recipients. Help typically consists of telephone conversations, written correspondence and workshops. In 2003, audit staff members worked with ADECA divisions



Tammy Rolling, Accounting Manager

to provide technical assistance to grant recipients at six workshops.

The **Fiscal Section** deals with the day-to-day work that is vital to the effective and efficient operation of ADECA. Accounting, budget preparation, payroll and purchasing are functions of the section. The

section monitors cash management, division budgets, operations plans and the financial records of business transactions. It maintains the computerized accounting and payroll system for employees. Staff members post leave, enter payroll deductions into the state's computer system and verify timesheets. The staff coordinates agency purchases of equipment and supplies and reviews payments and processes vouchers, which go to the state Comptroller for approval and payment. The section manages requests for employee training and purchases, ensuring that competitive price quotes are obtained. The section also handles property management and keeps track of subgrantee property with a value of \$5,000 or more.



Financial Services Section Staff

**ALABAMA DEPARTMENT OF ECONOMIC AND COMMUNITY AFFAIRS
2002-2003 FEDERAL RECEIPTS AND DISBURSEMENTS**

Federal Grantor / Program Title	Receipts	Disbursements
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT		
Community Planning and Development		
Community Development Block Grants/State's Program	35,559,073.16	37,306,476.65
Emergency Shelter Grants Program	1,435,598.54	1,443,267.72
Housing Opportunities for Persons With AIDS	854,101.09	832,527.93
DEPARTMENT OF INTERIOR		
National Park Service		
Outdoor Recreation - Acquisition, Development and Planning	738,220.72	736,334.34
DEPARTMENT OF JUSTICE		
Offender Reentry Program	3,225.64	3,147.82
Juvenile Accountability Incentive Block Grants	2,926,177.53	3,047,132.74
Juvenile Justice and Delinquency Prevention - Allocation to States	537,177.27	552,138.92
Title V - Delinquency Prevention Program	684,377.07	684,361.40
Part E - State Challenge Activities	100,749.20	100,749.20
Crime Victim Assistance	5,932,613.07	6,158,758.67
Byrne Formula Grant Program	8,777,935.38	8,930,191.07
Violent Offender Incarceration and Truth in Sentencing Incentive Grants	2,048,701.83	2,065,034.36
Violence Against Women Formula Grants	2,378,361.63	2,407,931.09
Rural Domestic Violence and Child Victimization Enforcement Grant Program	345,199.99	345,199.99
Grants to Encourage Arrest Policies and Enforcement of Protection Orders	96,357.80	96,357.80
Local Law Enforcement Block Grants Program	629,690.32	369,420.90
Residential Substance Abuse Treatment for State Prisoners	868,737.92	864,591.75
Enforcing Underage Drinking Laws Program	357,699.38	431,708.80
DEPARTMENT OF LABOR		
Employment and Training Administration		
Employment Service	1,032,900.29	985,619.68
Employment and Training Assistance - Dislocated Workers	(18,208.80)	(17,524.22)
Migrant and Seasonal Farmworkers	62,469.01	62,469.01
Employment Services and Job Training Pilots: Demonstrations and Research	3,290,095.48	3,243,568.44
Job Training Partnership Act	(3,592.05)	(3,592.05)
Welfare to Work Grants to States and Localities	5,164,710.74	5,136,794.35
Workforce Investment Act	3,709,004.24	3,713,059.25
WIA Adult Program	13,873,656.14	14,053,785.30
WIA Youth Activities	27,482,228.41	27,184,413.91
WIA Dislocated Workers	14,057,306.10	14,093,292.03
Migrant and Seasonal Farmworkers	611,571.56	606,387.63
Employment Programs for People with Disabilities	256,995.94	253,487.32
DEPARTMENT OF TRANSPORTATION		
Federal Highway Administration		
Recreational Trails Program	581,066.94	594,607.01
National Highway Traffic Safety Administration		
State and Community Highway Safety	4,577,769.26	3,878,042.73

Federal Grantor / Program Title	Receipts	Disbursements
Alcohol Traffic Safety and Drunk Driving Prevention Incentive Grants	28,042.37	18,475.00
Occupant Protection	411,895.84	388,429.61
Federal Highway Safety Data Improvements Incentive Grants	31,570.52	
Safety Incentive Grants for Use of Seatbelts	1,412,437.22	1,434,557.40
Safety Incentives to Prevent Operation of Motor Vehicles by Intoxicated Persons	115,463.79	115,463.79
Transportation Demo Grant and Section 2003B Safety Belts	132,814.63	73,397.52
Appalachian Area Development	90,943.70	90,943.70
Appalachian State Research, Technical Assistance and Demonstration Projects	134,758.82	130,236.23
GENERAL SERVICES ADMINISTRATION		
Donation of Federal Surplus Personal Property	12,233,786.00	8,097,882.00
SMALL BUSINESS ADMINISTRATION		
Small Business Administration	95,031.76	25,730.06
DEPARTMENT OF ENERGY		
Office of Energy Efficiency and Renewable Energy		
State Energy Program	725,346.18	713,320.69
Weatherization Assistance for Low-Income Persons	2,374,946.92	2,336,171.05
State Energy Program Special Projects	59,683.64	55,329.73
Other Federal Assistance		
Crude Oil Refund		6,240.52
Exxon	109,000.00	148,707.84
Pennzoil	3,488.13	
Strip Oil	705,399.67	547,738.99
Texaco	117,145.54	166,194.08
FEDERAL EMERGENCY MANAGEMENT AGENCY		
Community Assistance Program - State Support		
Services Element (CAP-SSSE)	163,210.15	161,629.78
National Dam Safety Program	30,182.61	34,663.66
DEPARTMENT OF EDUCATION		
Safe and Drug-Free Schools and Communities	1,414,740.47	1,465,509.34
Career Resource Network State Grant	115,660.35	111,424.14
DEPARTMENT OF HEALTH AND HUMAN SERVICES		
Administration for Children and Families		
Low-Income Home Energy Assistance	15,875,430.10	16,089,808.81
Community Services Block Grant	11,243,339.07	11,208,867.21
Community Services Block Grant-Food and Nutrition	78,652.96	78,596.08
Social Services in Empowerment Zones and Enterprise Communities	938,842.61	936,549.94
Family Violence Prevention and Services/Grants for Battered Women's Shelters: Grants to States and Indian Tribes	1,527,714.16	1,538,889.48
DEPARTMENT OF HOMELAND SECURITY		
Public Assistance Grants	0.00	783.68
TOTAL FEDERAL ASSISTANCE	189,089,927.49	186,166,852.39

ADECA
 www.adeca.alabama.gov

Bob Riley, Governor

